

Welcome aboard Navy Medicine Readiness and Training Command (NMRTC) Bremerton to our newly arriving personnel and family members!

NMRTC Bremerton is dedicated to ensuring all reporting Sailors and their family members are given every opportunity for a successful and productive duty assignment.

NMRTC Bremerton Sponsor Information/Pre-check in requirements:

Find out who your assigned sponsor is by filling out the information below then copy and paste into an email and send it to: sponsorcoordinator@med.navy.mil or Jason.B.Potters.mil@mail.mil

Full Name:

Rank/Rate:

Officer Corps Designation:

Detach Date:

Estimated Date (of) Arrival:

Married:

Dependents:

Family Accompanying:

Family Enrolled in EMF (if 'yes,' please add special needs)

Mailing Address

Street:

Apt./Unit/other:

City:

State

Zip/APO/FPO

Phone Number

Email address:

Arriving Via (POV/Air)

Additional Remarks

Mailing Address

Navy Medicine Readiness and Training Command Bremerton,

Attn: HR Department (Military)

One Boone Road,

Bremerton, WA 98312

PCS PRE-ARRIVAL CHECKLIST

Read your orders, look for screenings, OBLISERVES, and restrictions on travel.

Contact your sponsor (make sure to fill out request form in its entirety).

Research travel allowances and/or entitlements.

Choose check-out date.

Set up household goods move.

Arrange lodging at current and prospective locations.

Update Page 2 and Servicemen's Group Life Insurance (SGLI).

Follow your command checkout process.

Check out with Personnel Support Detachment (PSD).

Documents to Bring (if applicable)

Copies of orders

Health records

Dental record

Marriage certificate (if married en-route to next duty station); Address of personal will Page 2 (and any other emergency data information); SGLI Transfer Eval (if applicable); Letters of Extension (if applicable); Preferred Information Memorandum Copy of current PRIMS Any and all receipts (of travel from former duty station to current command).

NMRTC Bremerton Check-in Process

All military personnel reporting will check in as follows:

Monday-Friday, 7:30 a.m. to 4:00 p.m. - Report to Human Resources Office, Bldg. 1, Third Deck, Room 3513 in appropriate Dress Uniform.

If you arrive after hours, on weekends, or on a federal holiday – Contact the Command OOD or CDO, Bldg. 1, Phone Number 360-271-9794 or 360-478-3570 for endorsement of your Original Orders (personnel checking in will be in the uniform of the day).

The first actual check-in/working day will be done in your Dress uniform.

Directions/Transportation:

If you are arriving via SEATAC International Airport and need assistance, there is a USO facility located on the second floor of the main terminal (mezzanine Level) that will assist in obtaining transportation via the Kitsap-SEATAC airport shuttle service to NMRTC Bremerton.

If unable to utilize USO services, go to baggage claim level (located inside main terminal) and go to door 00 for purchase of Kitsap Airporter shuttle ticket. Once you have purchased ticket, please ensure that you are ready to depart 10 minutes prior to the scheduled departure. The shuttle service runs 20-past the hour, every hour, and takes approximately one hour (contingent on traffic, shuttle stops, and weather conditions) to reach NMRTC Bremerton.

The cost of the shuttle is approx. \$18-20 (one way per ticket) and is reimbursable upon liquidation of your travel claim.

The Shuttle Route will take you from SEATAC Airport to Kitsap/Bremerton with several drop-off areas:

Comfort Inn Hotel
5608 Kitsap Way
Bremerton WA

Burwell 76 (Gas Station)
Burwell and Montgomery Street
Bremerton, WA

Once you are dropped off, contact the OOD - 360-271-9794 or 360-478-3570 - for duty driver pick-up arrangements, with location of pickup.

Driving Directions

Driving from Seattle-Tacoma (SEATAC) airport: Follow signs to major freeway I-5 South and take that exit onto the freeway traveling towards Tacoma. Then take Hwy 16 (West) exit towards Bremerton, which will go over Tacoma Narrows Bridge, past Gig Harbor, then Port Orchard. Hwy 16 then merges with Hwy 3 in Gorst. Stay on Hwy 3 as it continues north for several miles. Take the Austin Drive/Kitsap Lake exit (look for sign 'Naval Hospital Bremerton next right'). Continue right on Austin Drive.

NHB/NMRTC Bremerton entrance is approx. a mile down past Jackson Park Naval Housing complex.

(Other arrangements - newly arrived can await for assigned sponsor to pick up at SEATAC in designated/pre-determined area)