

How Does it all Work?

Sign up- The most important step in the process is to sign up which can be accomplished in person, by fax, mail, or e-mail. When sign-up is accomplished you will be placed into a backlog with all other passengers based on category and date/time of sign up. Active duty must be on leave or pass status before they can sign-up. After sign up you will remain in the backlog for up to 60 days, until leave expires, or when you are selected for a flight.

Mark Present- To select passengers for flights we must know which passengers want to travel. By marking yourself present at the Passenger Service Counter you inform us that you desire transportation on a flight. You **MUST** have yourself marked present before the start of the roll call process and can be marked present up to 24-hrs prior to flight.

Roll Call- When passengers are actually selected for a flight. At this time you will also be checked in and have the opportunity to purchase meals. Passengers are selected according to destination, category of travel, date & time of sign up. When approaching the counter you must have all documentation, baggage, and group members travel ready to speed up the selection and check-in processes.

Gating- An announcement will be made to proceed to the gate area where all passengers will be screened prior to boarding. Passengers will not be allowed to carry any liquids over 3 oz. not sealed in a 1 quart zip-lock bag. Shoes, personal bags, and metallic items will be screened. Laptop computers must be taken out of bags and screened separately. If you have questions contact a Passenger Service Agent or refer to TSA website.

Frequently serviced AMC Terminals

DSN & Commercial numbers

Eielson AFB, AK	DSN 317-377-1854 Comm (907) 377-1854
Travis AFB, CA	DSN 312-837-1854 Comm (707) 424-1854
Hickam AFB, HI	DSN 315-449-1854 Comm (808) 449-1854
McChord AFB, WA	DSN 312-650-5023 Comm (253) 982-7259
Yokota AB, Japan	DSN 315-22 5-5660 Comm 011-81-3117-55-5660

Need a Place to Stay?

Ft. Richardson Lodging	(907) 384-5660
Elmendorf AFB Lodging	(907) 552-2454

Availability & Rates are Seasonal
List of off base hotels available upon request



Transportation

ASYMCA	(907) 384-3733	\$1.00
*Hertz Rental	(907) 753-0199	@BX/PX
*Alaska Cab	(907) 222-2222	
*Checker Cab	(907) 276-1234	
*Yellow Cab	(907) 272-2422	



Iditarod Dining Facility

Daily Hours
M-F 0530-1900
S-S 0630-1900
Midnight Meal 2300-0100
Holiday hours may vary



* This does not constitute endorsement by Air Mobility Command or the United States Air Force.

Space-Available



Travel Information

10364 18th Street JBER, AK
Spacea@elmendorf.af.mil
www.amc.af.mil/amctravel
www.jber.af.mil/units/732ndairmobilitysquadron
DSN: (317) 552-8588/3781
Commercial: (907) 552-8588/3781

Facebook:

Joint Base Elmendorf Richardson
Passenger Terminal



Hours of Operation

0400 - 2200

What is Space Available Travel?

The Space-A travel program is a privilege that allows eligible personnel to occupy remaining seats on DOD owned or controlled aircraft after all space required passenger and cargo requirements have been fulfilled. The governing regulations for Space-A travel is DOD 4515.13R and AMCI 24-101(Vol. 14).

Travel Tips

1. Have a contingency plan to complete your travel.
2. Try to travel at off-peak times (not during the summer or long holiday weekends)
3. Contact your local military installation passenger terminal or base operations for flight information.
4. Visit and “Like” other AMC Passenger Terminals’ Facebook page to view their 72-hour flight schedule.
5. Most importantly...Remain Flexible

Dress and appearance

For safety reasons open toed shoes/heels are not allowed on transport aircraft. Active duty members do not have to be in uniform, but they should still adhere to their service instructions as they apply to hygiene and personal appearance. This includes but is not limited to piercings, revealing, torn, or excessively baggy clothing.



Categories of Travel

- Category I— unfunded emergency leave
- Category II— (EML) environmental & moral leave
- Category III— ordinary leave, pass, house hunting & spouses of deployed members (365+ days)
- Category IV—unaccompanied EML & spouses of deployed members (120 to 364 days)
- Category V— unaccompanied command sponsored dependents & permissive TDY
- Category VI—retired & reserve members

What documentation do I need to travel?

Each Category requires different paperwork to qualify for travel in that specific category. Everyone must possess an ID card with exception to children under 10.

- Category I Appropriate leave or travel documentation & Red Cross verification
- Category II EML orders & Leave form
- Category III Leave form, pass status verification or deployed spouse verification letter (365+ days)
- Category IV Deployed spouse verification letter (120 days or more) or EML orders
- Category V Command Sponsorship Letter
- Category VI DD Form 2 (Blue) or DD form 2 (Red) and DD Form 1853



Overseas Travel - Most countries require Passports while others require Visa's as well. Visa's may require advanced notice to obtain. You should take this into consideration prior to traveling.



Meals are available for purchase on all flights that are leaving the state of Alaska. The standard rate for a meal is \$6.00. Cash, checks and credit cards are accepted.

If you or a traveler in your group has special requirements please contact the in-flight kitchen at (907) 552-4734 with that information no later than 24 hours before you intend to travel.

Baggage Limits - A good rule of thumb is to pack as light as possible, but AMC limits are as follows.

Large Aircraft (C-17, C-5, KC-10, KC135 etc.) - Each passenger can check in 2 bags at 70 lbs each and 1 carry on bag. Each checked bag can be no larger than 62 linear inches (L+W+H).

Small Aircraft (UC-35, C-12) - A total of 30 lbs (checked and carry on) of baggage is accepted.

**Several commercial airlines have changed to include only one checked bag in the price of a ticket. Check w/your specific carrier. **

We use TSA guidelines to screen baggage and passengers. The TSA website has the most current information on items allowed through checkpoints. You should always check <http://www.tsa.gov/> before you travel.