

Inbound Personal Property Traffic Management Office

Inbound Shipments

Members will need to report to the Traffic Management Office (TMO) to schedule the delivery of their shipments. Prior to receiving your Household Goods (HHG) and/or Unaccompanied Baggage (UB), members MUST have a physical address (house # or dorm).

When reporting to TMO for an Inbound shipment, please ensure to bring:

- 5 Copies of NATO Orders (with Customs Stamp)
- 4 Copies of PCS Orders (including any amendments)
- Original HHG POA (Power of Attorney) from Legal
- Inbound offer for shipment delivery sheet

INCIRLIK AB WEIGHT ALLOWANCE

Weight entitlements for All service members/civilians destined for Incirlik AB IAW JTR Supplement f/Admin HHG Weight Allowance Locations. **All Service Members E-5 and above: 25% of full HHG weight allowance or 2,500lbs**, whichever is greater All Service members **E-4 and below: 10% of full HHG weight allowance** All **civilian employees: 4,500lbs of HHG**.

Beyaname

A beyaname is a written customs declaration between the service member and the Government of Turkey that provides customs control of high value items brought into Turkey. When members receive their shipment, they will be required to list all items that would go on their Beyaname. According to Turkish Customs regulations, there are 11 specific Beyaname items not limited to: Television, Stereo, Video Cassette Recorder Unit, DVD Unit, Computer, Air Conditioner, washer and dryer, Dish Washer, Refrigerator, Deep Freezer and Microwave Oven. Also includes, furniture and any household item valued over 300 USD.

NOTE: Keep Beyaname items during your entire tour. Members may be charged 5x the cost of item if you do not PCS with them. Beyaname items must leave prior to DEROS expiration. Typically, UB arrives within 35 to 60 days and Household Goods arrives within 60 to 120 days from the date of shipment.

Contact us:

SharePoint: [Incirlik, Turkey Personal Property \(PPTY\) TMO Page](#)

Org Box: 39LRS.PERSONAL.PROPERTY@us.af.mil

Building No: 833 ROOM NO:155

DSN: 314-676-6030

COMM: +90 322 316 6030

Duty Hrs: MON-THU 08:30-15:30, FRI 08:30-13:00,

*CLOSED first Thursday of every month for Wing Training, USFAE Family Days and Federal Holidays