



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION IWAKUNI, JAPAN
PSC 561 BOX 1861
FPO AP 96310-0019

IN REPLY REFER TO:

5801

SJA

21 April 2015

MEMORANDUM FOR SERVICE MEMBERS

From: Deputy Staff Judge Advocate, Marine Corps Air Station Iwakuni

Subj: REQUIRED SUPPORTING DOCUMENTS FOR SOFA STATUS VERIFICATION

Ref: (a) Status of Forces Agreement (SOFA) between the United States
and the Government of Japan

1. Service members are required to provide supporting documents to the Office of the Staff Judge Advocate in order to verify that the requestor (and their dependents) rate SOFA status in accordance with the reference.

2. **Required Supporting Documents:**

a. Service Member's Department of Defense (DOD) Identification (ID) card.

b. Valid passports for all dependents.

c. Military Orders.

3. **DOD ID Card:** A copy of the service member's DOD ID card is required to verify that the individual is an active duty service member.

4. **Passports:**

a. Each copy of the passport must include a picture of the individual requesting SOFA Status verification, along with any prior SOFA or Tourist Visa stamps occurring in Japan.

b. Additionally, a copy of a Marriage Certificate is required if the last name of a dependent spouse or child does not match the last name of the contractor.

5. **Military Orders:** A copy of the service member's Web Orders or Official Orders stating the location of duty station and the tour dates.

6. Point of contact in this matter is the Deputy Staff Judge Advocate at 253-5591.

A handwritten signature in black ink, appearing to read "E. V. Rasmussen", is located below the text of the memorandum.

E. V. RASMUSSEN