

# The Information & Referral office at Marine and Family programs welcomes you to Marine Corps Air Station Miramar!



Congratulations on your orders to the MCAS Miramar. You will find this assignment an interesting, challenging and exciting place to work. We have included some information below that may be helpful to you.

## Getting to MCAS Miramar

MCAS Miramar is on San Diego's northern edge. Directions to the air station when using any of the following major freeways heading northbound are as follows:

- From Interstate 15: Take the Miramar Way exit, which leads directly to the Main Gate.
- From Interstate 5: Take the La Jolla Village Drive exit and travel east. La Jolla Village Drive will turn into Miramar Road after approximately 2 miles. Travel on Miramar Road east for about 4 miles. Look for the Miramar North Gate sign.
- From Interstate 805: Take the Miramar Road exit. Travel on Miramar Road for about 4 miles. Look for the Miramar North Gate sign.

## Your First Step

- Personnel checking in during weekday working hours should first report to the Personnel Office at the Joint Reception Center, Building 2258. The JRC is just inside the North Gate, off Miramar Road. Personnel will be processed 7a.m. to 4p.m. Monday through Friday and given orders to report to assigned unit administration offices.
- After working hours or on weekends and holidays, personnel should report to the command duty officer at Marine Corps Air Station Miramar Headquarters, Building 8630. The command duty officer will issue orders to return to the JRC on the next available working day.
- All service members are required to check in wearing the Service Alpha uniform. It should also be noted that those checking in after working hours will be required to return in Alphas the next working day. Contact the Personnel Office at 858-577-1864/1865.

## Housing

### Bachelor Housing

- All single personnel arriving under permanent-change-of-station orders should contact the Billeting Office, Building 4312, after checking into the air station. Service members of all ranks are normally assigned temporary rooms in one of the air station's transient barracks. After unit assignment, E-5s and below will be given permanent rooms. Staff NCOs and officers will normally be required to obtain housing in the local community.
- The size and floor plans of barracks rooms vary, depending on the service members' rank and unit. All barracks rooms are cable-ready, equipped with a refrigerator and have outside phone line accessing. Off-station phone service can be ordered by calling 800-893-2018. Reservations can be made 7:30 a.m. to 4 p.m. Monday through Friday by calling 858-577-4233/35. Space availability, including personnel on transient orders, begins at 3 p.m. daily. For more information, call 858-577-4235.

## **Temporary Housing**

- The Miramar Inn offers modern rooms in a convenient location. The inn is in Building 2515 and is open 24 hours daily. All rooms feature private baths, kitchenettes, access to coin-operated laundry facilities and color televisions with basic cable services. The inn is within walking distance of the exchange, commissary, Movie Theater and a 50-meter swimming pool.
- Department of Defense personnel, family members, retirees and special guests should contact the inn in advance to make reservations by calling 858-271-7111 or 800-628-9466. Please note that the Miramar Inn is not on the DSN system, so on-base callers must dial 99-271-7111.

## **Off-station and Military Family Housing**

On base housing is coordinated by the housing office. For more information, including availability and wait times, call 619-556-8443 or visit <http://lincolnmilitary.com/installations/miramar-mcas/>

The military provides two options for the use of your BAH:

- The first is living on base. <http://lincolnmilitary.com/installations/miramar-mcas/> provides you with the necessary information to complete that request.
- Your second option is using your BAH to rent or buy a home off base.

## **Distribution Management Office (DMO)**

The Distribution Management Office, in Building 2258, handles all receipt, delivery and pack-up of personal property shipments.

- Those arriving aboard the air station can contact the DMO at 858-577-1670/1671/1276 from 7:30 a.m. to 4:30 p.m. Monday through Friday to establish a time for delivery of their personal effects.
- Call 858-577-1299 for SATO travel information.
- Those in receipt of Permanent Change of Station orders should contact DMO as soon as possible to set up an appointment to start the pack-up process.

## **Vehicle Registration**

All motorized vehicles operated aboard Miramar must be registered with the Vehicle Registration Section (Pass & ID) of the Provost Marshal's Office.

- The primary mission of the Vehicle Registration Office is to provide registration for all personally owned motor vehicles and motorcycles. The Vehicle Registration office also provides weapons registration. Vehicle Registration is located in Building 6200.

Hours of Operation:

Monday through Wednesday, 7:30 a.m. – 4:30 p.m.

Thursday 7:30 a.m. – 12:00 p.m.,

Friday 7:30 a.m. – 4:30 p.m.

Items to bring at time of registration: All drivers must have current vehicle registration, current proof of insurance, current driver's license, current smog certificate for vehicles 6 years or older, Military members and dependents: military ID and proof of driver's improvement course if under 25 DOD civilians: current DOD employee ID card, Contractors: proof of government affiliation. Motorcycle owners will need their

motorcycle safety course card and proof of inspection. Please be advised that during inclement weather, DOD decals will not be issued.

## Services & Facilities

### American Red Cross

The American Red Cross in San Diego County provides emergency assistance, information on sick or deceased family members and financial assistance. The Red Cross community center at Naval Medical Center San Diego can be reached at 619-542-7400, and the Camp Pendleton center can be reached at 760-725-6877. Contact the Red Cross main office at 858-309-1200 for additional information.

### Gas Stations/ Car Wash

Three convenient locations for some of the most inexpensive gasoline in town are located at MCAS Miramar!

- Gonsalves Gas Station (858) 695-7300 • Bldg. 2662  
Mon-Fri 6am-7pm / Sat & Sun 9am-5pm  
Open 24 hours a day, 7 days a week for credit card sales only
- East Gate Gas Station (858) 695-7253 • Bldg. 6214  
*Open 24 hours a day, 7 days a week for credit card sales only*
- Express Gas Station (858) 695-7287 • Bldg. 7498  
*Open 24 hours a day, 7 days a week for credit card sales • Cash sales available from Monday-Friday from 6am-5:30pm*

### Child Care

The Child Development Center in Building 2740 provides weekly care for active-duty military and Department of Defense civilian dependents between the ages of 6 weeks and 5 years. The center is open 6 a.m. to 6 p.m. Monday through Friday. Due to a waiting list, advance application filing is required. For more information, call 858-577-4144.

Additionally, the Child Development Home Program matches air station personnel with certified caregivers conveniently located aboard or close to Miramar. Due to a waiting list, advanced application filing is required. Contact a CDHP representative at 858-577-4145 or call the Child Care Resource and Referral Office at 619-556-8491 for further assistance.

### Commissary

The commissary is in Building 2661 and serves active-duty and retired service members and families. It is open 10 a.m. to 6 p.m. Sunday, 10 a.m. to 8 p.m. Tuesday through Wednesday, 10a.m. to 9 p.m. Thursday and Friday and 8a.m. to 8 p.m. Saturday. The Commissary also opens 30 minutes early daily for patrons with disabilities or small children. Call 858-577-4524 for a department directory and more information.

### Credit Union

Navy Federal Credit Union is in Building 2574 on the corner of Moore and Elrod avenues. A NFCU ATM is available at the Main Exchange plaza and the Flight Line Food Court. Hours are 9a.m. to 5 p.m. Monday through Friday and 8a.m. to 2 p.m. Saturday.

The credit union is a full-service financial institution, serving military and civilian personnel. Services offered include checking and savings accounts, money orders, travelers' checks and notary services.

Personal, auto and first and second mortgage loans are also available. For more information, contact the main office at 800-842-6328.

### **Dining Facility**

The Gonzales Dining Facility is in Building 5500 and offers a full-service main line, fast-food line, deli bar, pasta/taco bar and a salad bar. The dining facility also operates a number of satellite mess halls. For more information, call 858-577-1380/1382.

### **Exchange**

The Miramar Exchange Complex is in Building 2660. The Exchange Complex is open seven days a week, from 9 a.m. to 7 p.m. Monday through Saturday and from 9 a.m. to 6 p.m. Sunday. The operator can be reached at 858-695-7288 or Customer Service at 858-695-7230.

### **Legal Assistance**

The Joint Law Center provides help for a host of legal-related issues, such as powers of attorney, last wills and testaments, living wills, notarizations, civil rights, consumer law, contracts, immigration/naturalization and real estate. Assistance with family law such as divorce/separation, child support and guardianship is provided on a limited basis.

The Joint Law Center's hours are 7:30 a.m. to 4:30 p.m. Monday through Friday. It should be noted that certain services are offered at specific hours of days. Call 858-577-1656 for more information.

### **Marine Mart Convenience Store**

Marine Mart, in Building 2499, is open seven days a week and can be reached at 858-695-7293.

### **Navy-Marine Corps Relief Society**

The Navy-Marine Corps Relief Society office is in Building 2273 and is open 8 to 4 p.m. Monday through Friday. NMCRS provides emergency assistance and financial assistance, as well as referral services. Volunteers can be reached by calling 858-577-1807.

### **Post Offices**

The full-service U.S. Post Office is in Building 2257 and is open 8 a.m. to 3p.m. Monday through Friday and 8:30 a.m. to noon Saturday. Contact the post office at 858-577-4578. The Military Postal Facility is also in Building 2257 and handles all official military mail. The facility is open from 8 a.m. to 4:30 p.m. Monday, Tuesday, Thursday and Friday; 8 a.m. to noon Wednesday; and 9 a.m. to noon Saturday.

Military personnel residing aboard the air station receive mail through their work sections. Incoming personnel may contact units for correct mailing addresses prior to arrival. Each unit is provided with an individual box identified by a number-style address format. For more information, contact the Military Postal Facility at 858-577-1329.

### **Religious Services**

The Chaplain's Office is in Building 5632T and coordinates regularly scheduled worship services. For the location and meeting schedules of religious activities, contact the Chaplain's Office at 858-577-1333.

### **Veterinary Clinic**

Known as the U.S. Army Veterinary Treatment Facility, the Vet Clinic provides outpatient veterinary treatment and over-the-counter products for cats and dogs only. Call 858-577-1773/6552 to make an appointment.

## Marine and Family Programs

### Behavioral Health

- **Behavioral Health Center**  
(858) 577-1129 / 577-6585 I Bldg. 2274
- **Community Counseling Center**  
(858) 577-1129 I Bldg. 2274 Modular  
Mon, Wed & Fri (7:30am-4:30pm) /  
Tue & Thu (7:30am-6pm)
- **Family Advocacy Program (FAP)**  
(858) 577-6585 I Bldg. 2274 I Mon-Fri (7:30am-4pm)

**VICTIM ADVOCACY 24/7 Domestic Violence HELPLINE: (858) 864-3408**

- **New Parent Support Program**  
(858) 577-9812 I Bldg. 2274 I Mon-Fri (7:30am-4pm)
- **Sexual Assault Prevention & Response (SAPR)**  
(858) 864-2815 • Help is available 24/7 SAPR HELPLINE to prevent or to report sexual assault!  
(877) 995-5247 • DoD SAFE HELPLINE
- **Substance Abuse Counseling Center**  
(858) 577-1129 I Bldg. 2274T I Mon-Fri (7:3am-4pm)
- **Suicide Prevention**  
(877) 476-7734



### Family Care

- **Children & Youth Center**  
The Youth Center has something for everyone under 18: Infant/Toddler Care for 6 weeks to 3 years old, Preschool Program for 3 to 5 year olds, School Age Care Program for Kindergarten - 6th grade, Teen Center for 7th - 12th grade, Instructional Classes for various ages and Youth Sports that offers a variety of sports for 3-16 year olds.  
(858) 577-4136 I Bldg. 2700 I Mon-Fri (6am-6pm) / Sat Parent's Night Out (4:30-10:30pm) / Sun (Closed)
- **Exceptional Family Member Program**  
The purpose of the Exceptional Family Member Program is to ensure that the dependents of an active duty Marine receives ongoing support when diagnosed with a physical, emotional or educational "Special Need". By identifying families with special needs and maximizing the provision of services needed, the quality of life provided to the Marine Corps family is enhanced

while meeting the mission of the Marine Corps.  
(858) 577-4668 I Bldg. 2525 I Mon-Fri (7:30am-4:30pm)

> **Appointments are recommended**

- **School Liaison Office**

(858) 577-6633 / 8625 Email: [ymbmiramarmcas.4kids@usmc.mil](mailto:ymbmiramarmcas.4kids@usmc.mil) I Mon-Fri (8am-4pm)

The School Liaison program offers the tools to enhance learning and support military children as they successfully navigate the many transitions unique to a military lifestyle.

**Appointments are recommended**

### **Family Readiness**

- **Chaplain's Religious Enrichment Development Operation (CREDO)**

(760) 725-1333 I Bldg. 5632 • Mobile Trailer next to Chapel I Mon-Fri (7:30am-4pm)

- **Family Readiness Program**

Family Readiness... Fully Modernized to Meet Current and Future Needs.

(858) 577-1322 I Bldg. 2525 I Mon-Fri (8am-4pm)

- **LifeSkills Program**

(858) 577-4473 I Bldg. 2525 I Mon-Fri (8am-4pm)

- **Lifestyle Insights, Networking, Knowledge and Skills (L.I.N.K.S.)**

(858) 577-4810 I Bldg. 2273 I Mon-Fri (8am-2pm)

- **Prevention Relationship Enhancement Program (PREP)**

(858) 577-1333 • Station Chapel, Bldg. 5632, 2nd Floor I Open 8am-4pm 1st Thursday of each month, except holidays. Closed in December.

- **Readiness & Deployment Support**

(858) 577-6306 / 6195 / 7993 I Bldg. 2525 I Mon-Fri (8am-4pm)

### **Personal and Professional Development**

- **Career Resource Center**

(858) 577-6710 / 577-6035 I The HUB (Bldg. 5305)

Mon-Fri (7am-4:30pm)

- **Children's Library**

(858) 577-1261 • Bldg. 5305 I Mon-Thu (7am-7:30pm) / Fri (7am-6pm) / Sat (10am-4pm) /

Sun & Holidays (Closed)

- **Education Center**

(858) 577-1801 I The HUB (Bldg. 5305) I Mon-Fri (7:30am-4:30pm)

- **Family Member Employment Assistance Program**

(858) 577-1261 The HUB (Bldg. 5305) I Mon-Fri (7:30am-4:30pm)



- **Library**  
(858) 577-1261 I The HUB (Bldg. 5305) I Mon-Thu (7am-7:30pm) / Fri (7am-6pm) / Sat (10am-4pm) /  
(Closed) Sun & the following Holidays: Thanksgiving Day, Christmas Day, New Year's Day, Independence Day and Memorial Day. (Open Holiday Hours- 10am-4pm: Columbus Day, Veterans' Day, Christmas Eve, New Year's Eve, Martin Luther King Day, President's Day and Labor Day.
- **Personal Financial Management**  
(858) 577-9802 I The HUB (Bldg. 5305) I Mon-Fri (8am-4pm)
- **Transition Readiness Seminar**  
(858) 577-6035 I The HUB (Bldg. 5305) I Mon-Fri (7:30am-4:30pm)

Visit our website <http://mccsmiramar.com/> to obtain detailed information about all the programs available through Marine Corps Community Services at MCAS Miramar. There are many Marine & Family Services programs and staff available to assist you and your family during your assignment to this area.