

RESERVATION INFORMATION SHEET

- Reservations are more easily accommodated by contacting the Lodging Facility Guest Reception Desk at the phone numbers listed for the facility on our website www.mccsokinawa.com/lodging
- For security and PCI compliance reasons, we are unable to accept credit card information via email.
- The facility best suited for your stay depends upon the purpose of your visit as follows:

PCS reservations should be made for our Inns of the Corps Lodges (TLF): Westpac Lodge on Camp Foster, Courtney Lodge on Camp Courtney, or Hansen Lodge on Camp Hansen, depending upon the installation assigned and can be made up to 1 year in advance

TAD/TDY reservations should be made for our Transient Housing Facilities (TBF): Westpac Inn on Camp Foster and Cul De Sac on MCAS Futenma depending upon the installation assigned and can be made up to 1 year in advance

Leisure reservations are made for our TLF facilities and under specific conditions at our TBF facilities, (i.e. Non-Duty Transients are those military members who are not stationed on Okinawa and are eligible for Space A reservations at our TBFs) and can be made up to 30 days in advance

Medivac Patients and Care Providers reservations should be made for the USNHO BOQ and can be made up to 1 year in advance

- Reservations are made for a maximum of 30 days in length.
- Information you will need to make reservations are:
 - ✓ Purpose of Visit: PCS, TAD, Leisure, or Medivac
 - ✓ Date of Arrival and Departure with an estimated time of arrival
 - ✓ Number of adults and children
 - ✓ Military Branch of Service and Pay Grade
 - ✓ Type of Room requested
 - ✓ Last and First Name of arriving guest
 - ✓ Duty and Home phone number
 - ✓ Email Address
 - ✓ Address
 - ✓ Point of Contact if not the arriving guest
 - ✓ Credit Card for arrivals past 6pm

- Non-Availability numbers will be provided upon request and issued in accordance with JTR.

Please ensure Non-Availability numbers are requested prior to the start of your TAD/PCS because backdated CNAs cannot be issued

- The Commanding General Protocol Office handles Distinguished Guest requests.

Please feel free to contact the facility of choice for specific installation information