

# PETERSON AFB LEGAL ASSISTANCE PROGRAM



prepared by  
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LEGAL OFFICE**  
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## START HERE: USAF LEGAL ASSISTANCE AND PETERSON AFB LEGAL OFFICE WEBSITES

### Why Should I go to the USAF Legal Assistance Websites First?

Before making an appointment to visit with the Peterson AFB legal office, you should first visit the USAF legal assistance and Peterson AFB legal office websites first. Viewing these websites first minimizes the number of trips that clients must make to a legal office to obtain common legal instruments. Even more importantly, thoroughly reviewing these websites will help you better hone the questions you have for your attorney if you ultimately do schedule a legal assistance appointment.

### Where can I access the USAF Legal Assistance Website?

USAF Legal Assistance Website:

<https://aflegalassistance.law.af.mil/las/las.html>

Once you arrive at this website, you will have 3 options: (1) legal information, (2) legal worksheets, or (3) feedback

Select legal assistance topics if you wish to learn more about common legal issues that affect military members.

Select legal worksheets if you need to complete a legal document. Clients may fill out an online legal worksheet prior to their legal office visit (these worksheets are used by our attorneys to draft wills, powers of attorney, advance directives etc.). Once a worksheet is completed online a ticket number will be generated for the client. The client must bring the ticket number to the legal office to retrieve their documents.

Select online survey if you want to leave feedback about your experience at a particular legal office.

### Where can I access the Peterson AFB Legal Office Website?

Peterson AFB Legal Office Website:

<http://www.peterson.af.mil/units/21stspacewingstaffjudgadvocate.asp>

The Peterson AFB Legal Office website contains many handouts which deal specifically with Colorado Law. It also contains contact information and up-to-date legal assistance hours.

## PETERSON AFB LEGAL OFFICE APPOINTMENT SCHEDULING AND LEGAL ASSISTANCE PROGRAM

### When are notary and powers of attorney services available?

Monday, Tuesday, Wednesday, and Friday (Walk-In):

- 0800 – 1200
- 1300 – 1500

Thursday (Walk-In):

- 0800 – 1200

### When can I meet with an attorney at the Peterson legal office?

**Appointments:** Appointments are available on Monday afternoons between 1330-1600 and Tuesday mornings from 0930-1200. As of August 1, 2017, active duty personnel stationed at PAFB and Cheyenne Mountain AFS and their spouses will be given priority for making appointments for Tuesday mornings. Appointments for Monday afternoon will be given on a first come, first serve basis. The remaining appointment slots on Monday and Tuesday which have not been filled by active duty personnel or their spouses will be given to those who call first on Thursday. To schedule an appointment, call 719-556-4871.

**Walk-In Legal Assistance:** Walk-In legal assistance is available on Wednesdays from 0800-0900. However, it is strictly limited to active duty members assigned to PAFB and Cheyenne Mountain AFS, their spouses, and other eligible individuals with uniquely military legal needs. The legal office will not draft wills, medical powers of attorney, or other documents which require witnesses or a notary during walk-in hours.

**Divorce:** We cannot represent any individual in a divorce proceeding, whether active duty or retiree. Additionally, we are not allowed to draft or review separation agreements or divorce decrees.

### What topics can I get help with at my appointment?

Although the legal office cannot help you with every legal issue, we can provide assistance with a great many issues such as: wills, living wills, powers of attorney, notary services, dependent care issues, SCRA, landlord-tenant issues, tax assistance, consumer debt and ID theft issues, divorce issues. The legal office cannot, however, provide any assistance on personal commercial enterprises, employment law issues, criminal issues whether under the UCMJ (but you can see the Area Defense Counsel), state, or federal law, or legal issues concerning rights of a 3rd person.

### **How do I begin the process of filing as household goods claim?**

To begin the process of filing your claim for your household goods, go to [move.mil](https://move.mil) and create a DPS account. You may give notice of your intent to file the claim via that portal within 70 days of delivery of your household goods. You then have 9 months to file the actual claim in order to receive the full replacement value of the item.

After 9 months but before two years, you can make a claim for the depreciation value of the item. You may not make a claim after two years of delivery of your household goods.

If you have issues filing claim through DPS or are not satisfied with the offer from the carrier, you may contact the Air Force Claims Center. For information required to file your claim, proceed to: <https://claims.jag.af.mil/>. If you don't have access to a government computer, call the claims center at 1-877-754-1212.

*The information provided in this document is meant for the sole use of Active Duty service members, retirees, and their families. The information is general in nature and meant only to provide a brief overview of various legal matters. Rights and responsibilities vary widely according to the facts and circumstances in each case. Laws can vary across states, services, and civilian jurisdictions. Do not rely upon the general restatements of background information presented here without discussing your specific situation with a legal professional.*