

Frequently Asked Questions

1) Q. Where is the SJA office located?

Marine Corps Logistics Base Albany
Office of the Staff Judge Advocate
814 Radford Blvd, Bldg 3500, Rm 507
Albany, Georgia, 31704

2) Q. What are the hours of operation?

Monday through Friday, 0800 to 1100; 1300 to 1600.

3) Q. Who is eligible to receive assistance?

All active duty, retired service members, and their dependents.
Must present your ID card to the legal clerk upon checking in.

4) Q. What kind of services does the MCLB Albany office offer?

Power of attorney, notary, and car registration tax waivers are available during normal hours of operation, on a walk-in basis.

5) Q. How can legal assistance be obtained?

The Legal Assistance Office, located at Parris Island, South Carolina, assists clients telephonically each Wednesday on a walk-in basis **and/or** once a month, usually the first Wednesday of each month, face to face with the client at MCLB Albany.

6) Q. What is the office phone number?

(229) 639-5212

7) Q. What is the process to create a will?

1. Pick up a Real Estate Questionnaire (will packet) from the SJA office.
2. Complete the packet/ Gather any additional information.
3. Return the packet to the SJA office. The SJA clerk will draft the will and forward it to the Parris Island Legal Assistance Office for review.
4. The Parris Island Legal Assistance Office will contact the client to set an appointment to execute the will.
5. Client will come to the SJA Office to meet with the Parris Island attorney to review and execute the will.

8) Q. What types of Power of Attorneys can be executed?

General, automobile use/registration, automobile sale, automobile shipment, banking, child medical, household goods, out processing, taxes, real estate purchase, real estate sale, rental lease, rental property management, government quarters, in loco parentis, blank.

9) Q. What issues can a legal assistance attorney assist with?

Adoption or name change, consumer issues, domestic relations (support, custody, and divorce), immigration, military rights & benefits, power of attorney (health care), real estate or landlord tenant, taxes, and wills or estate planning.