OVERNIGHT GUEST PASS REQUEST FORM

REQUESTOR MUST BE REGISTERED IN DBIDS BEFORE REQUESTING OVERNIGHT GUEST PASS

					Date:
From (sponsor):	Name (Last)	(First)	(M.I)	Rank/Rate	SSN Last 4
To:	Industrial Security Office, Fleet Activities, Yokosuka (N3AT40)				

Subj: REQUEST FOR OVERNIGHT GUEST PASS

Ref: (a) COMFLEACTINST 5530.6 series

1. Request for the person indicated below to stay in base lodging *(use a separate form for each guest):*

Pass Period (not to exceed 72 hours)	
From	To

Guest Information				
Last Name	First Name	M. I.	Date of Birth	Nationality
Guest ID # **PASSPORT/ALIEN REGISTRATION CARD/DRIVER'S LICENSE/ RESIDENT CARD ( )**		Address		

Vehicle Information (vehicle pass will be only issued to immediate family members)	
License Plate Number	Driver's License Number

Sponsor Information		
Sponsor's Command		
Home Address		
Telephone Number (Work)	Telephone Number (House)	PRD

Lodging of Guest: ☐ On Base Housing ☐ Navy Lodge (Must have a receipt) ☐ BOH (Must have a receipt)

2. I understand I must personally escort my guest at all times and I am responsible for his/her conduct while on base upon approval of my request. I further understand that an overnight guest privilege is only valid for 72 hours, and that a 24 hour break off base must be taken before next overnight guest pass request. A House Guest Pass is required for additional days. I also understand that any overnight passes count towards the 60 days per guest that is allowed on Fleet Activities, Yokosuka per 365 days. All passes must to be returned to ISO or the red drop boxes.

Sponsor's Signature	
	Date:
From:	Industrial Security Office, Fleet Activities, Yokosuka
To: (Sponsor)	

1. Returned approved/disapproved. *(circle)*

Industrial Security Office	

5 U.S.C.&552a

Collection of this is authorized by the Privacy Act, U.S.C. Section 552(a). The information will be used to process your Overnight Guest Pass request. The information on this form may be disclosed to the third parties in accordance with the provision of 5 U.S.C. Section 552(b). Completion of this form is voluntary; however, failure to provide the information requested may preclude the processing of your Guest Pass request.

CFAY 5532/48 (Rev. 5-12)