

# BASE ACCESS REQUEST FOR DESIGNATED THIRD COUNTRY NATIONAL

\*\*\* Submit this request to ISO at least **30 DAYS** prior to the guest's anticipated arrival! \*\*\*

					<b>Date:</b>
<b>From:</b>	Sponsor's Name (Last)	(First)	(M.I.)	Rate	SSN (Last 4 digit)
	Command Name				
<b>To:</b>	Commander, Feet Activities, Yokosuka				
<b>Via:</b>	(1) Naval Criminal Investigative Service Far East Field Office (2) Security Officer, Fleet Activities, Yokosuka				
<b>Subj:</b>	<b>BASE ACCESS REQUEST FOR DESIGNATED THIRD COUNTRY NATIONAL</b>				
<b>Ref:</b>	(a) USFJINST 31-204				
<b>Encl:</b>	(1) Copy of Passport (2) USFJ FORM 196aEJ & USFJ 196bEJ (PHS)				
1. I request gate access for my guest. The following information is furnished: <i>(Fill out appropriate section for your request - Please print)</i>					
<b>Sponsor Information</b>					
Home Address:					
Telephone Number (Work)		Telephone Number (Home)		PRD	
E-Mail Address					
<b>Guest's Information</b>					
Last Name		First Name		M.I.	Nationality:
Passport No.		Date of Birth		Height	Weight
Color of Eyes		Color of Hair		Relationship	
Guest's Home Address:					
E-mail Address					
<b>Date and time of Visit (Overnight Visit is not allowed)</b> <b>Term of Visit is not allowed to exceed one month</b>					
<b>Purpose of Visit</b>		<b>Date</b>		<b>Time</b>	
		Date (From)	To (To)	From	To
<b>Destination</b>		Yokosuka <input type="checkbox"/>		Ikego <input type="checkbox"/>	Negishi <input type="checkbox"/>
a. I will constantly escort the above listed person and I am responsible for the actions of him/her while on the base. I understand that failure to do so will result in permanent suspension of sponsor's guest's privileges.					
<b>Sponsor's Signature</b>					

**FIRST ENDORSEMENT**

Date:

From: Naval Criminal Investigative Service Far East Field Office (NCIS FE)

To: Security Officer, Fleet Activities, Yokosuka

1. Forwarded recommending  approval  disapproval**NCIS's Signature****SECOND ENDORSEMENT**

Date:

From: Security Officer, Fleet Activities, Yokosuka

To: Commander, Fleet Activities, Yokosuka

1. Forwarded recommending  approval/ disapproval.**Security Officer's Signature****THIRD ENDORSEMENT**

Date

From: Commander, Fleet Activities, Yokosuka

To:

1. Returned  approved/ disapproved.

2. Guest must be constantly escorted while on base.

**Commander's Signature****PRIVACY ACT STATEMENT****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 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.

**FOR OFFICIAL USE ONLY - PRIVACY SENSITIVE**