

## Special Event Access Request

### Statement of Agreement (Applicant to Complete)

**I agree to the following terms for the control and use of the Naval Air Weapons Station (NAWS) badge issued to me:**

- \* I understand my approved access only authorizes access to and from the event during the time specified below.
- \* I understand access may be denied during higher security measures without advanced notice and the government will not be responsible for any inconveniences/costs incurred.
- \* I am responsible for the security of the event and those I have requested to attend (listed below) and proof of citizenship may be required.
- \* I will immediately report all concerns to China Lake Police/NAWS Physical Security and I will cooperate with security personnel upon request.
- \* I understand and will ensure all attendees are informed, all vehicles driven aboard NAWS require a copy of current registration and proof of insurance be maintain with the vehicle at all times.
- \* I further understand and will inform all attendees, entrance into NAWS constitutes a consent to search.

#### Requestor's Information:

Special Event Description (i.e. Wedding, Funeral, Grad Night, etc):	Date:	Times:
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Location:	Facility Coordinator:	Work Phone:
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<b># Attendees:</b>	<b>Opened to the Public:</b> Yes                  No	<b># VIPs (Provide a List):</b>	# Event Staff:	How will Staff be identified?
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Are Vendors Scheduled?	Vendor's Company Name & Address (if applicable provide badge information below for vendor personnel)
Yes                  No	

Will Food be provided?	If yes, provide food source and location:
Yes                  No	

Name of Applicant (Last, First MI)	Badge #	Contact Phone #:
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Date of Birth:	Country of Citizenship:	Applicants Signature	Date:
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<b>Sponsoring Command's Authorization/ Date:</b>	<b>NAWSCL Physical Security Receipt Date:</b>
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#### Attendee(s) Identification:

Name of Attendee (Last, First MI)	Date of Birth:	Age if Under 16 Yrs	Mark if Vendor
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Phone Number	Country of Citizenship (If other than USA Passport # / Permanent Residency #):
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Privacy Act Statement

AUTHORITY: 10 U.S.C.. 5013; 10 U.S.C.. 5041; OPNAVINST 5530.14D, Navy Physical Security; EQ 9397

PRINCIPAL PURPOSE: To maintain all aspects of proper access control; to issue badges, replace lost badges, and retrieve badges upon separation; to maintain visitor statistics; collect information to adjudicate access to facility; and track the entry/exit times of personnel.

ROUTINE USES: Information can be furnished to Federal, State, or local agencies, foreign governments, and designated contractors.

DISCLOSURE: Voluntary; however, refusal to furnish requested information can result in inability to verify essential personal information and/or disapproval of requested access application.

**Special Event Access Request - Continuation Page**

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Location:	Facility Coordinator:	Work Phone:

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