# **REPLY TO**

ATTENTION OF

(Office symbol) 7 July 2017

MEMORANDUM FOR DIRECTORATE OF EMERGENCY SERVICES

SUBJECT: Fort Irwin Contractor/Commercial Vendor Access Request

1. This office requests that the below named individual(s), employed by (Company/Organization name), be granted access to Fort Irwin. The purpose for access is (state purpose, project name etc.) conducted at (e.g. Bldg. #, site location).

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| **PRIVACY ACT STATEMENT**  **AUTHORITY:** HSPD-12  **PRINCIPAL PURPOSE:** To record names, signatures, and other identifiers for the purpose of validating the trustworthiness of individuals requesting access to NTC & Ft. Irwin, CA. NOTE: Records may be maintained in both electronic and/or paper form.  **ROUTINE USES:** None.  **DISCLOSURE:** Disclosure of this information is voluntary; however, failure to provide the requested information may impede, delay or prevent further processing of this request. | | | | | |
| NAME | | | DL/ID #, State  \* See below for Non-REAL ID Act Compliant States | Period of Required Access | |
| Commencing | Ending |
| Last | First | MI | mm/dd/yyyy | mm/dd/yyyy |
| Johnson | Robert | A | U5174444, CA | 08/14/2017 | 10/27/2017 |
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\* REAL ID Act. Unless they bear the imprint **`Enhanced Driver's License/Enhanced Identification Card',** state issued DLs and ID's from states which are non-REAL ID Act compliant or do not have a current extension must be accompanied by a supplementary identity document for installation access or an escort will be required.

[Click here to determine the status of each state/territory.](https://www.dhs.gov/current-status-states-territories) (https://www.dhs.gov/current-status-states-territories)

[Click here for a list of acceptable supplementary identity documents.](http://www.irwin.army.mil/Pages/VisitorsTab/Supplementary%20Identity%20Documents.docx)

The following are other acceptable forms of ID for visitor installation access: DA Form 1602 (Civilian ID Card and Gold Star Family), a valid US passport or passport card, or a Transportation Worker Identification Credential (TWIC). Form I-766 with a photograph (Employment Authorization Document) or a valid foreign passport with I-551 stamp or with INS Form I-94 or I94A are also acceptable forms of ID however these visitors require 24/7 escort by their sponsor. DLs/ IDs with the imprint **`Not for Federal Identification' ARE NOT** acceptable forms of ID and an escort will be required.

1. POC is Mrs. Joan Smith at joan.r.smith.civ@mail.mil or 760-380-1111.

Digital/Original Signature

Full Name

Title