ONE DAY
ENTRY/EXIT AUTHORIZATION REQUEST

Date: 01 Sep 2015

(MUST SUBMIT TO PMO ADMIN DURING WORKING HOURS 3 DAYS IN ADVANCE)

Name of Escorter: Ann Smith Grade: Dep DoD ID #: xxxxxxxxxx

Name of Sponsor : Steve Smith Grade: Sgt DoD ID #: xxxxxxxxxx

Organization: PMO, H&HS Tel#: 253-xxxx_/080-xxxx-xxxx (Work / Home) Qtrs#: xxxx-xx RTD: MM/YY

Destination: Club Iwakuni&Build.411_ From: 15:00 /10 Sep 15 (Time / Date) To: 17:00 / 10 Sep 15 (Time / Date)

Purpose of Request: Attending xxxxxxxxxx Event

**日本語で記入する場合、名前及び国籍は英語表記でも記入すること / You can fill out all in Japanese except guests name and nationality.
**17 歳以下で親の同伴がない場合は承諾書が必要/ Children 17 years old or younger traveling without their parents need to attach signed "Permission Statement"

PRINT NAME OF GUEST（氏名） OB（生年月日）/AGE（年齢）	Nationality（国籍）	Address, TEL#（住所、電話番号）	PLACE OF WORK	VEH NO.	BADGE NO.
Hanako Iwakuni(岩国 花子) 1 Jan 1990 / 25	Japanese	Iwakunishi,Misumicho x-x-x 090-xxxx-xxxx	ABC Company	Yamaguchi 580 XX XX-XX	
Taro Otake(大竹 太郎) 10 Oct 2010 / 5	Japanese 日本	岩国市麻里布町 x-x-x 090-xxxx-xxxx	Marifu Yochien	N/A	

NOTE:
* Please make sure each section is filled out correctly.
  You can fill out all in Japanese except guests name and nationality.
* Nationality : Except American/Japanese, a copy of passport is required. (color copy for DTCN)
* Place of Work : If the guest doesn't have, put "N/A", House wife etc. DO NOT leave blank.
*Vehicle No. : Please put the vehicle no. with designated driver.
  If vehicle is a bus, put the number of the passanger seats.
* Children 17 years old or younger traveling without their parents need to attach signed "Permission Statement"

*全ての項目を正しくご記入下さい。
日本語での記入でも構いませんが、名前及び国籍は両方で記入して下さい。
（漢字のみの場合読めないことがあります）
名前　　：英語、日本語の両方で記入。
生年月日：西暦で記入。年齢を忘れずに記入のこと。
国籍　　：日本、アメリカ以外のゲストはパスポートのコピーを添付。
会社名　：ない場合は、無職/主婦など。学生、幼児は学校名を記入。
車両番号：運転者の欄に記入。ミニバスなどの大きな車両の場合は、乗車可能数を欄外に記入して下さい。
未成年　：17 歳以下で(17 歳を含む)親の同伴がない場合は承諾書が必要。

SAMPLE

1) GUEST(S) MUST BE ESC BE RETURNED TO THE MAIN GATE SENTRY WH
2) Your respective gues ued a visitor's pass. A Vailed picture
3) MCCS facility access ssed with each facility directly.
4) Those guest(s) who attend club activities must check out and exit the Air Station within 30 minutes of respective club's closing.
5) A violation of this authorization may result in disciplinary action up to termination of sponsorship privilages.

Steve Smith

Approving Official

Sponsor's Signature

PRINT NAME

"For Official Use Only - Privacy Sensitive : Any misure or unauthorized disclosure may result in both civil and criminal penalties"