ENTRY/EXIT AUTHORIZATION REQUEST Date:_____

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

Name of Escorter: _____ Grade:_____ DoD ID #: _____

Name of Sponsor:_____ Grade:_____ DoD ID #: _____

Organization:_____Tel#:_____ /_____ Qtrs#:_____RTD:_____
Work Home

Destination:_____ From:_____/_____ To:_____/_____
Time Date Time Date

Purpose of Request:_____

Juvenile / One Day

PRINT NAME OF GUEST（氏名） DOB（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.

1. **GUEST(S) MUST BE ESCORTED AT ALL TIMES FROM THE MAIN GATE UPON ENTERING AND EXITING.** PASS(ES) MUST BE RETURNED TO THE MAIN GATE SENTRY WHEN YOUR GUEST(S) EXIT THE AIR STATION.
2. Your respective guest(s) will check in upon entering the Air Station and be issued a visitor's pass. Picture I. D. is required at Main Gate when checking in.
3. Guest(s) are not authorized to enter MCX.
4. Those guests who attend club activities must check out and exit the air station within 1/2 hour of respective club's closing.
5. A violation of this authorization will result in termination of sponsorship courtesies and subsequent disciplinary action.
6. **"For Official Use Only-Privacy Sensitive: Any misuse or unauthorized disclosure may result in both civil and criminal penalties"**

_____ _____
Approving Official Sponsor's Signature

_____
PRINT NAME (Watch Commander) *Watch Commanders are not authorized to sign in JUVENILES.