

NAVAL SUPPORT ACTIVITY ANNAPOLIS VISITOR ACCESS SHEET



This form is for use by visitors requesting access to the USNA/NSAA Complex for periods of thirty (30) or more days.
TYPE or PRINT LEGIBLY and ensure all blocks are completed prior to submittal.

I. Applicant Information

Name	Last <input style="width: 90%;" type="text"/>	First <input style="width: 90%;" type="text"/>	MI <input style="width: 90%;" type="text"/>
Address	Street <input style="width: 98%;" type="text"/>		
	City <input style="width: 28%;" type="text"/>	County <input style="width: 32%;" type="text"/>	State <input style="width: 8%;" type="text"/> Zip Code <input style="width: 12%;" type="text"/>
SSN	* provide complete number <input style="width: 98%;" type="text"/>		
	Date of Birth (mm/dd/yyyy) <input style="width: 98%;" type="text"/>		
Place of Birth (City, State)	<input style="width: 28%;" type="text"/>	Country of Citizenship	<input style="width: 28%;" type="text"/>
Work Phone	<input style="width: 20%;" type="text"/>	Home Phone	<input style="width: 20%;" type="text"/>
		Cell Phone	<input style="width: 20%;" type="text"/>
Purpose of Request	<input style="width: 45%;" type="text"/>		Destination (Bldg Name) <input style="width: 15%;" type="text"/>
Sponsor Name	<input style="width: 30%;" type="text"/>	Sponsor Phone	<input style="width: 30%;" type="text"/>

* If no SSN is assigned, indicate other identifying number such as USCIS immigrant visa or LPR number.

Privacy Act Statement

Authority: 5 USC 301, Executive Order 9397.
Principal Purpose: To apply for visitor access for periods of thirty (30) days or more.
Routine Uses: To provide a means of identification for visitors requesting extended access to the USNA/NSAA complex. All information is retained within the NSAA Security Department and will be primarily used to verify individual identities and to locate individuals when necessary. It may on some occasions be released to other government or law enforcement agencies for official purposes only.
Disclosure: Disclosure is voluntary, however failure to provide the requested information will result in being denied the intended services which could prevent admittance to the USNA/NSAA Complex, prevent admittance to designated secure areas, or be grounds for denial of privileges afforded to civilian employees or authorized persons.

X Visitor Signature and Date

X Sponsor Signature and Date

II. Vehicle Information

Applicant is required to list vehicles desired to be used for access to the installation.

<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Year	Make	Model	Color
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
VIN	<input style="width: 20%;" type="text"/>	Vehicle Tag #	State
<input style="width: 25%;" type="text"/>	<input style="width: 20%;" type="text"/>	<input style="width: 25%;" type="text"/>	<input style="width: 30%;" type="text"/>
Driver's License #	State	Insurance Company	

List Other Vehicles as Applicable:
(use continuation area on reverse of form if necessary)

IMPORTANT - See Section III on reverse of form for information pertaining to the Department of the Navy Vehicle Inspection and Maintenance Program.

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III. Navy Vehicle Inspection and Maintenance Program

In accordance with policy set forth by the Office of the Assistant Secretary of the Navy, personnel operating vehicles on Federal installations must furnish proof of compliance with applicable vehicle inspection and maintenance programs established for the State in which the facility is located. Applicants registering vehicles for use on the USNA/NSAA Complex should use the below area to self-certify compliance with this program.

Ref: (a) Clean Air Act (CAA) 118(d)
(b) ASN (EI&E) Memo dtd 20 Jul 2011
(c) Navy ADMIN Msg dtg 291621Z May 13

Print Full Name

I, _____, certify the aforementioned vehicle(s) registered in my name complies with applicable state inspection and maintenance program requirements. I understand that failure to maintain these requirements, as well as any misrepresentation thereof, may result in my denial of vehicle access privileges to the USNA/NSAA Complex. The last inspection certification for this vehicle was granted on _____.

mm/dd/yyyy

Visitor Signature and Date: _____

IV. Continuation Area