

OFFICIAL VISITOR PASS REQUEST FORM

(CONSTANT ESCORT REQUIRED)

Date:			
From:	(Command)		
To:	Industrial Security Officer, Fleet Activities, Yokosuka		
Subj:	VISITOR PASS FOR OFFICIAL GUEST TO ENTER FLEET ACTIVITIES, YOKOSUKA		
Ref:	(a) COMFLEACTINST 5530.6 series (b) USFJINST 31-204		
Encl: <small>(if vehicle is requested)</small>	(1) Copy of Driver's License (2) Copy of Vehicle Title		
1. It is requested that the visitor listed on the back page be authorized access to Fleet Activities, Yokosuka.			
DATE/TIME			
Date (From)	Date (To)	Time (From)	Time (To)
GATE			
◆ Please pick one of the gates where you want to escort from. Commercial vehicles must enter from Womble Gate.			
<input type="checkbox"/> Carney Gate Pedestrian Lane	<input type="checkbox"/> Carney Gate Vehicle Lane	<input type="checkbox"/> Womble Gate Pedestrian Lane	<input type="checkbox"/> Womble Gate Vehicle Lane
PURPOSE FOR VISIT			
POINT OF CONTACT			
Name (Last)	Name (First)	Rate / Rank	Tel:
E-mail Address			
★ I understand I am responsible for the actions of the person above while on the base and for the return of the pass upon its expiration.			
★ I understand every guest must have one or a set of designated Identifications in order to access base.			
Signature of Requestor			
Date:			
From:	Industrial Security Officer, Fleet Activities, Yokosuka		
To:			
1. Returned <input type="checkbox"/> approved / <input type="checkbox"/> disapproved			
Signature			
INFORMATION OF THE GUEST IDS			
◆ All visitors, age of 13 and older need to show one or a set of the following Identifications in order to access base.			
Japanese	①	Driver's License	a. Driver's License which has a permanent address of the holder on the card is acceptable. b. Driver's License which has no permanent address of the holder on the card is not acceptable unless it's presented with Juminhyo or Kisaiinjihyo . You can obtain Juminhyo at City Hall and Kisaiinjihyo at Yokosuka Police Station.
	②	Passport	
	③	Juminkihondaicho-Card with picture (Basic Resident Register Card)	
	④	Student ID (junior high and high schools) with picture (Visiting time must be before 17:00)	
Non-Japanese	①	Alien Registration Card	
	②	Passport	
Notice	◆ Only Driver's license without permanent address on the card is not acceptable. Jyuminhyo or Kisaiinjihyo Must be with it. ◆ Identification must be valid. ◆ All information on the Identification must be clear. ◆ Student ID may be used before 17:00. College student ID is not acceptable.		

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VISITOR DATA

◆The nations listed reference (b) are limited to enter base, please contact 243-5125 for further information.

No.	Last Name	First Name	Nationality	Date of birth	Present Address
1					
2					
3					
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VEHICLE DATA

◆Copy of car title and driver's license must be attached with this request
 ◆Driver's Name must be on VISITOR DATA List also.

No.	Vehicle Plate Number	Driver's Name
1		
2		
3		
4		
5		
6		

CFAY 5532/51 (Rev. 6-13) Please submit this request to the VCC at least 3 business days prior to the guest's arrival to allow for processing.

Upon Completion
 FOR OFFICIAL USE ONLY – PRIVACY SENSITIVE