

To all Stevens instructors and Non Naval Air Engineering Station employees:

With the inception of a new Department of Homeland Security, all military installations are changing the way they allow visitors/instructors and contractors to enter the bases. Naval Air Engineering Station is required to obtain all the following information for any person coming onboard starting 8/5/02.

All Non Naval Air Engineering Station personnel must submit the following information. Failure to do so may result in the person not being allowed to come onsite.

| |
|---|
| Name _____ |
| Home Address _____ _____ |
| Home Phone Number _____ |
| License Number _____ State _____ |
| Date of Birth _____ |
| Place of Birth _____ |
| Social Security No. _____ Are you a U.S. Citizen? _____ |
| Company Name _____ |
| Position/Title _____ |
| Company Name _____ |
| Company Address _____ |
| Company Point of Contact _____ |
| Company Phone No. _____ |
| Will person be bringing a cell phone onboard? _____ |
| Will person be bringing a laptop onboard? _____ |

**Please return this form to: Mary Holmes
Naval Air Warfare Center
Highway 547
Code 733000B120-H
Lakehurst, NJ 08733**