## VISITOR CLEARANCE REQUEST

Email this form to: varemail@uah.edu or Fax: 256-824-6929 IF YOU HAVE ANY QUESTIONS PLEASE CALL OR EMAIL: (256) 824-6035 varemail@uah.edu

**1.** Please process a Visitor Clearance for the following employee(s):

Name (Last, First, Middle)

Position Title

2. Full name, address & cage code of facility to be visited:

Security POC: Telephone#: Fax #:

3. Full name & address of <u>THROUGH</u> facility (required if UAH is the Subcontractor)

Security POC: Telephone#: Fax #:

- 4. Government Technical POC & fax # (required if UAH is the Prime Contractor
- 5. Date & Duration of initial visit (1 year or duration of contract) From: To:
- 6. Technical Point of Contact, telephone #:
- 7. Specific purpose of visit:
- 8. Contract (complete as appropriate): Prime Contact #:

Subcontract #:

9. Prepared by:

Name

Extension

Date