

# FORT HUACHUCA SPECIAL EVENT ACCESS WAIVER REQUEST FORM

(THIS FORM IS SUBJECT TO THE PRIVACY ACT OF 1974)

In accordance with United States Army Garrison Policy 15-065 Denial / Bar Waiver Review Committee, this form must be submitted to the Directorate of Emergency Services, Physical Security Division, at least six weeks prior to the event for determination of approval/disapproval by the Installation Denial/Bar Waiver Committee

Complete this form and return to your Fort Huachuca sponsor. A National Crime and Information Center (NCIC) check will be conducted prior to granting access to the installation. By signing this application, you affirm/swear the information provided is true. That a knowing and willful false statement on this application can be punished by being barred from the installation, a fine, imprisonment or both. (18 U.S.C. Section 1001). Furthermore, that under the authority of 50 U.S.C. Section 797 and DoD 5200.8, the installation commander has imposed a continuing obligation for you to disclose

## Section 1. REQUESTING ORGANIZATION / PERSON (FAILURE TO PROVIDE ALL INFORMATION MAY RESULT IN DENIED ACCESS)

1. REQUESTING ORGANIZATION	2. ORGANIZATION POINT OF CONTACT	3. PHONE NUMBER	4. EMAIL ADDRESS
5. EVENT LOCATION	6. EVENT DATE	7. EVENT TIME FRAME	
7. POINT OF CONTACT SIGNATURE			

## Section 2. EVENT INFORMATION (I.E. NUMBER OF GUEST / PURPOSE OF EVENT)


## Section 3. INSTALLATION DENIAL / WAIVER COMMITTEE RESPONSE

<input type="checkbox"/> APPROVED	<input type="checkbox"/> DISAPPROVED	2. GARRISON COMMANDER'S SIGNATURE
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## Section 4. INSTALLATION DENIAL / WAIVER COMMITTEE SPECIAL INSTRUCTIONS (IF APPLICABLE)


## Section 7. PRIVACY ACT STATEMENT

Authority: 50 USC Section 797; E.O.9397

**PRINCIPAL PURPOSE(S):** The purpose for requesting personal information is to assist Access Control personnel in documenting visitors' suitability for access to Fort Huachuca. Social security number and date of birth are necessary to identify the person and records. This information may be used to determine suitability of person desiring access to Fort Huachuca; as well as, for lawful purposes including law enforcement and litigation. This information will be used to generate state and federal criminal history records checks.

**INTENDED USE:** For all personnel who are not authorized a Common Access Card (CAC) or other federally authorized credential and require access to the installation for a special event and/or visit.

**DISCLOSURE:** Disclosure of requested information is voluntary; however, failure to provide information will result in access privileges being refused or withdrawn. The Privacy Act Statement will apply throughout the duration of the special event and/or visit. For Official Use Only (FOUO), This document contains information exempt from mandatory disclosure under the FOIA. Title 5 U.S.C. 552 (b) (6) applies. This document also contains personal information that is protected by the Privacy Act of 1974 and must be safeguarded from unauthorized disclosure.