

NIST TIME AND FREQUENCY DIVISION (847) ACCESS REQUEST FORM

NAME: _____ NIST MAIL CODE: _____

ROOM/PHONE: _____

ACTION (Check One): ADD REPLACE

TYPE (Check One): FEDERAL EMPLOYEE CONTRACTOR GUEST
RESEARCHER

CITIZENSHIP (Check One): UNITED STATES FOREIGN NATIONAL

DUTY HOURS (Check One): BUSINESS HOURS (6:00 am to 6:00 pm) 24 HOUR ACCESS
(If both Foreign National and 24 Hour Access is Checked, Complete After Hours Request)

PERIOD OF VISIT: From _____ to _____

USER GROUPS:

- | | |
|---|---------------------------------|
| <input type="checkbox"/> BLDG. 1 (All exterior doors) | <input type="checkbox"/> 1-2053 |
| <input type="checkbox"/> 1-2035 | <input type="checkbox"/> 1-3510 |
| <input type="checkbox"/> 1-2047 | <input type="checkbox"/> 1-4012 |
| <input type="checkbox"/> 1-2051 | |
| <input type="checkbox"/> 1-2052 | |

****JUSTIFICATION FOR AFTER HOURS ACCESS TO THE DAVID SKAGGS BLDG:**

AUTHORIZING OFFICIAL:

Name/Title: Donald B. Sullivan / Chief	Signature:	Date:
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MRSO SECURITY APPROVAL: _____ DATE: _____

(For Non-Federal Employees & David Skaggs Bldg. Only) Wendy Monroe, MRS, x5198, Rm. 1-4508

EMERGENCY CONTACT:

NAME:	DAYTIME PHONE NUMBER:
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SIGNATURE: _____

This signature certifies that the above named Federal employee/Affiliate has received his/her PIN number/ID to access the exterior doors and if needed, access controlled, interior rooms at 325 Broadway, Boulder, Colorado. Federal employee/Affiliate agrees to keep his/her PIN number/ID confidential.