

DEPARTMENT OF DEFENSE  
 DEFENSE INFORMATION SYSTEMS AGENCY  
 701 SOUTH COURTHOUSE ROAD  
 ARLINGTON, VIRGINIA 22204-2199

# VISIT NOTIFICATION

## PRIVACY ACT STATEMENT

AUTHORITY: Executive Order 9397.  
 PRINCIPAL PURPOSE: The SSN is used to ensure positive identification.  
 ROUTINE USES: Information is used to obtain authorization for your visit to and access to classified information at the host organization.  
 DISCLOSURE: Voluntary. Failure to provide the information may result in denial of access to host organization and access to classified information.

### SECTION I

1. Activity to be Visited	2. Name of Preparer		3. Office Code	4. Telephone (VOICE/FAX/PHONE)	
	5. Classification of Visit	6. POC and Telephone Number		7. Date of Visit	
	8. Purpose of Visit				

### SECTION II

9. Name(s) of Visitor(s) (Last, First, MI)	10. Grade	11. SSN	12. Date and Place of Birth	13. Clearance	14. Investigation Date	15. Basis	16. Granted by

### SECTION III

17. Security Manager/Monitor	18. Signature	19. Date
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