

GUEST CHECK LIST

- Experiment/proposal approved **OR** invitation from BNL to collaborate, consult, or perform research work received
- Pre-registered via BNL's Guest Information System (GIS)
- Notified host/sponsor or Guest Administrator of your expected arrival date
- Have identification documents with you upon arrival to Brookhaven
(Foreign nationals: passport & Visa. US Citizens: drivers license, government ID card, social, or security card)
- Have medical insurance coverage
- Bring medical insurance card (not required if coverage is provided through BNL)
- Bring visit documents, if any (e.g., housing agreements or invitation letter)
- Bring school records and immunization records if children are accompanying you
- Complete on-line training, if appropriate
- Ship equipment to BNL, if appropriate
- Identify and tag equipment being brought to BNL, if appropriate
- Open budget account at BNL, if appropriate
- Read and understand Guest Intellectual Property Agreement (Patent Agreement)/User Facility Agreement, Commitments and Expectations Statement, and Guest Guide