

50TH SPACE WING



COMMUNITY RELATIONS/SCHOOL VISIT REQUEST

50 SW/Public Affairs: (719) 567-5040, Fax (719) 567-5306

Please complete form and submit list of visitor(s) attending, to include full names and SSNs, to 50swpa.workflow@us.af.mil.

Please ensure all areas are completed and correct.

Date of request:	Date of visit requested:
Purpose of visit:	
Please choose 4 of the following venues to visit: <input type="checkbox"/> GPS (2 SOPS) <input type="checkbox"/> Armory (50 SFS) <input type="checkbox"/> AFSCN (22 SOPS) <input type="checkbox"/> DSCS/WGS (3 SOPS) <input type="checkbox"/> PIKE <input type="checkbox"/> Community Center <input type="checkbox"/> Power Plant (50 CES)	
Name of visit or name/rank/title of visitor (i.e., Command and Staff College):	
Requestor's name and duty title (position):	POC's name (If different from requestor):
Requestor's organization:	
E-mail address:	POC's e-mail address (If different from requestor):
Requestor's duty and fax number:	POC's duty and fax number (If different from requestor):
Requested tour visit time: <input type="checkbox"/> 8 a.m. to Noon <input type="checkbox"/> Noon to 4 p.m.	
Will you be eating lunch here at the Satellite Dish Dining Facility? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Total number of visitors:	
Mode of transportation and number of vehicles (i.e bus, POV, GOVT, commercial):	
FOR PUBLIC AFFAIRS USE ONLY: Special Considerations: _____ _____	
Badges: <input type="checkbox"/> WMB: <input type="checkbox"/> Gift Presentation from Visitor: <input type="checkbox"/> Conf Room: <input type="checkbox"/> DV Parking: <input type="checkbox"/> FDO Notification (for Foreign Visits Only): <input type="checkbox"/>	
APPROVAL by CC or CV	APPROVED / DISAPPROVED