



**DIRECTORATE OF EMERGENCY SERVICES (DES)
FORT LEAVENWORTH, KS
ACCESS CONTROL CENTER (January 2014)**

ACCESS CREDENTIAL APPLICATION

LAST NAME: _____ (Please print legible in all blocks)

***PERSONAL INFORMATION:**

Name of Applicant (First, Middle, Last): _____
 Date of Birth (day/month/year): _____ Social Security Number: _____
 Driver's License or State ID Number: _____ State: _____
 Address: _____ City: _____
 State: _____ Zip Code: _____ Ethnicity: _____
 Home Phone: _____ Cell Phone: _____
 Place of birth (city and state): _____ Male or Female? _____

VEHICLE INFORMATION:

Year: _____ Make: _____ Model: _____ Color: _____
 License Plate #: _____ State: _____ Expiration Year: _____

ADMINISTRATIVE INFORMATION:

Have you previously applied for the access credential? YES _____ NO _____
 Location of Work Site on Fort Leavenworth: _____
 Expected Month/Year of Completion: _____ Are You Full Time? _____ or Part Time? _____
 What hours do you work? _____

***PLEASE ANSWER THE FOLLOWING QUESTION ACCURATELY;**

HAVE YOU EVER BEEN ARRESTED OR CONVICTED OF ANY CRIME IN THE STATE OF KANSAS, OR ANY OTHER STATE? YES _____ NO _____

IF YES, PLEASE EXPLAIN: _____

***The above information will be used to conduct a security background check to determine fitness of character.**

PURPOSE OF ACCESS:

What is your purpose for access? _____

*******FOR OFFICE USE ONLY*******

CLEAR COPS? Y/N DATE/INITIALS _____ CLEAR NCIC? Y/N DATE/INITIALS _____

CLEAR III? Y/N DATE/INITIALS _____ CLEAR KS HOT FILES? Y/N DATE/INITIALS _____

DES PHYSICAL SECURITY OFFICE:

APPROVED _____ DISAPPROVED _____

Remarks: _____

DATA REQUIRED BY THE PRIVACY ACT OF 1974
(5 U.S.C. 552a)

1. AUTHORITY: 10 U.S.C. Section 3012
2. PRINCIPLE PURPOSE(S): To provide the name, SSN, home address and telephone number to Fort Leavenworth security personnel who have the need to know in the performance of their official duties.
3. ROUTINE USES: To Federal, State, and local activities for use in security background checks.
4. DISCLOSURE: Mandatory. If not provided, the individual would not be approved for a credential.