

REQUEST FOR UNESCORTED INSTALLATION VISITOR ACCESS TO FORT SILL**DATA REQUIRED BY THE PRIVACY ACT OF 1974**

AUTHORITY: Title 5, USC 3331, 552, 552a; 10 USC 10204; Executive Orders (EO) 10450, 10865, and 12333.

PRINCIPAL PURPOSE: The information requested is for the purpose of granting access to the Fort Sill Installation.

ROUTINE USES: Basis for determination of qualifications and background information for eligibility for access to Fort Sill Installation. The Social Security Number (SSN), required for record accuracy, is requested pursuant to EO 9397.

DISCLOSURE: Providing requested information, to include your SSN, is voluntary. However, your access may not be granted if all requested information is not provided. Contents shall not be disclosed, discussed, or shared with individuals unless they have a direct need-to-know in performance of their official duties. Deliver this document directly to the intended recipient. **DO NOT** drop off, send to a third-party or send via e-mail **unencrypt**. Sending Personally Identifiable Information (PII) via regular e-mail is highly discouraged. Regular e-mail is sent "in the clear" and therefore is subject to interception by hackers. There are many other options for sending private, sensitive information or PII securely through e-mail. Please research these options and use them accordingly. This document contains personal or privileged information and should be treated as "For Official Use Only (FOUO)".

PART I - APPLICANT INFORMATION

a. LAST NAME:	b. FIRST NAME:	c. MIDDLE INITIAL:
d. GRADE/RANK/STATUS:	e. SOCIAL SECURITY NUMBER:	f. DOB:
g. GENDER: Male Female	h. DRIVER'S LICENSE #/STATE:	
i. EMPLOYER:	j. PHONE NUMBER:	
k. E-MAIL ADDRESS:	l. RACE:	

PART II - PURPOSE OF VISIT

a. REQUESTED DATE(S) / TIME OF VISIT: FROM	TO
b. PURPOSE OF YOUR VISIT: GRADUATION MUSEUM VISIT FAMILY GOLF/BOWLING SPECIAL EVENT (Specify below):	
OTHER (Specify below):	

PART III - FORT SILL INSTALLATION ACCESS CARD/PASS ACKNOWLEDGEMENT STATEMENT

1. I understand that I must give the Fort Sill Visitor Control Center (VCC) **consent to an initial criminal history and periodic background screenings** prior to and after the issuance of an installation access card/pass by completing Fort Sill Form 118. Failure to do so will result in the termination of the application process. I further understand that these background screenings will determine my eligibility for access and continued access during the term of my visit.
- a. I understand that my **access may be revoked** at anytime without reason or notice.
- b. I understand that I must **properly care for my card/pass** to prevent damage, or unnecessary wear.
- c. I understand that it is **prohibited to allow someone else to use my card/pass**.
- d. I understand that my card/pass **must be turned in** to the VCC once it has expired or further use is not required.
- e. I understand that I **must immediately report any lost, damaged or stolen card/pass** to my sponsor and the military police.
- f. I understand that my card/pass must be controlled at all times. If you have and or know where your card/pass is, then it is considered secured! If your card/pass is lost or unrecoverable, please notify your sponsor immediately.
2. I have read and understand the instructions listed above.

APPLICANT'S SIGNATURE

DATE

PART V - ISSUING OFFICE**SECTION BELOW IS FOR USE BY INSTALLATION ACCESS CONTROL OFFICE ONLY**

a. APPROVED	b. DISAPPROVED	c. ACTION TAKEN (Specify below)
APPROVING OFFICIAL PRINTED NAME	APPROVING OFFICIAL SIGNATURE	DATE

US Army Garrison Fort Sill
STUDENT RELEASE/HOLD HARMLESS AGREEMENT

OSU-FST Wildland Round-Up School

Student Name _____ Birth Date _____
Address _____ Phone _____
City _____ State _____ Zip Code _____

By affixing my signature below and/or completing other registration documents that may be required, I am enrolling and shall be considered a registered participant in the OSU-FST Wildland Round-Up School being held at Fort Sill, Oklahoma. I understand the OSU-FST Wildland Round-Up School will consist of a course of instruction inside and outside the classroom, as well as hand-on training on Installation or other approved Fort Sill Fire & Emergency Services training sites, including fire stations operated by Fort Sill Fire & Emergency Services.

I further understand and acknowledge that many of the activities engaged in by firefighters and emergency medical service personnel, including those that do not involve actual firefighting, are potentially dangerous and life-threatening. I, accordingly, fully appreciate and recognize that the potential risk of injury to the person or property of students participating in the OSU-FST Wildland Round-Up School is of a significantly greater likelihood than exists in normal activities. Nonetheless, being fully aware of such risks, it is my desire to participate in the program.

In consideration of my acceptance in the program, where I will be afforded the opportunity to develop career skills and reap benefits far beyond those typically gained from a traditional course of classroom instructions, I the undersigned, hereby agree (individually and as guardian of the undersigned minor) to release, acquit and forever discharge Fort Sill Fire & Emergency Services, Fort Sill, Department of Army, Oklahoma State University, City of Lawton, Great Plains Technology Center and all other entities sponsoring or participating in the program and their officials, officers, agents and employees of and from any and all actions, causes of action, claims and demands, damages, injuries and losses of every conceivable kind, character and nature whatsoever (including, but not limited to, claims for loss or damage to property, of bodily injury, including death), costs, loss of services and expenses arising out of, resulting from, and in any way connected with, directly or indirectly, (my) (the undersigned minor's) enrollment and participation in or preparing to participate in the OSU-FST Wildland Round-Up School, or in any other manner associated with such program.

This Release and Hold Harmless Agreement shall be binding on my heirs, executor, administrators and legal representatives.

This release contains the ENTIRE AGREEMENT between the parties hereto, and the terms of this release are contractual and not a mere recital.

STUDENT RELEASE/HOLD HARMLESS AGREEMENT CONT'D

I further state that I have carefully read the foregoing release and know the contents thereof, and I sign the same as my own free act.

WITNESS my hand this _____ day of _____, 20_____.

CAUTION: THIS IS A RELEASE. READ BEFORE SIGNING

Student's Signature

Legal Guardian Signature
(If student is under 18 years old)

Directions to Event Location at Ft. Sill

Coming in from the North on Hwy 44, just South of Ft. Sill take Hwy 62 (Rogers Lane) west towards Altus, Approximately 2 miles turn on Sheridan Road then North on Sheridan.

Personnel will have to get a pass from the Visitor Control Center, which is located just outside Sheridan Road gate, just off Rogers Lane

Once they have a pass, they will enter the installation through Sheridan Gate, follow Sheridan road around until they get to Geronimo Road

Take a left on Geronimo Road

Take first left onto Macomb Road

Take first right onto McNair Ave.

Just past building 730 (Snow Hall), students will park in a large parking lot

See attached map and follow yellow highlighted route

Ft. Sill Pass instructions

All personnel who do not already have a valid DOD ID Card, will have to fill out the Visitor Form, they can do this ahead of time and can email to michael.t.padilla2.civ@mail.mil

We will coordinate those through our Visitor Control Center and have them for issue at Sheridan Gate the day of the event, or can make arraignments to get them back to you.

Those that wait until the day of to get a pass will have to stop at the Visitor Control Center to get a pass the day of the event. If they do not have a pass, they will not be allowed on Post.

They will have to allow extra time that morning in order to get a pass.

All personnel will have to fill out and sign our Hold Harmless Agreement and bring with them the first day of class. We will have additional forms on hand the day of.

Law Enforcement has suggested that everyone use Sheridan Gate, for ease of Access to the installation.

Sheridan Gate is off of Rogers Lane.

