

Guests Access Roster

Prior to arrival, please submit your guests access roster to SMR HQ-Operations via email or in person to ensure that any anticipated guests are promptly included in the daily SMR access roster for entry onto the installation.

ng.va.vaarng.mbx.smr-operations@army.mil

HQ (Headquarters): Building 448 Headquarters Road

Questions: (757) 493-3148 (SMR Ops)

(757) 493-3121 (SFC Tucker, D)

Access Roster Form on next page. Please fill out and submit.

Thank you!

GUEST ACCESS ROSTER

Date:

To: State Military Reservation (SMR) OPERATIONS

From:

Rental Unit(s) #

Date of Arrival:

Date of Departure:

Number of Visitors:

NAME (Last, First, MI)

VISITOR LIST

POST Access Dates (From/To)

<u>NAME (Last, First, MI)</u>	<u>POST Access Dates (From/To)</u>

I am requesting that the listed people above be granted access to SMR during my stay at SMR with proper ID. I understand / agree that I am responsible for my guest's behavior and adherence to all TAG / POST / Lodging policies and restrictions. All guests must have a pictured ID, excluding minors. All visitors, over the rental unit's capacity, must exit SMR prior to 2200 daily.

Please sign & date: _____