

## Information Sheet

### 1. Procedures required for anyone visiting Fort Wainwright:

a. Day passes (this includes individuals not military/authorized on the installation but are driving a vehicle with decals):

(1) Individuals must stop at the visitors center.

(2) Individuals must show proof of a valid drivers license, insurance and registration or rental car information.

(3) Individuals must explain why they need a pass.

(4) The visitor center manager or military police rep will fill out a FORM 93 and provide it to the individual to display in vehicle window.

b. Passes for more then one day:

(1) The military member must notify the Garrison Commander with names of visitors, length of visit, vehicle/rental car information such as make, model, and license plate number.

(2) The Garrison Commander authorizes a FORM 93 for the duration of their visit not to exceed 364 days.

(3) The Garrison Commander provides written authorization to requestor and notifies the Provost Marshal of authorization.

(4) Visitor and military member then take the written authorization to the visitors center.

(5) Visitor and military member provide proof of valid drivers license (for visitor), insurance and registration or rental car information.

(6) FORM 93 are filled out by visitor center manager or Military Police and are issued for duration of visit.

2. Information regarding passes may be directed to the visitors center at 353-4503 or Garrison Commander's office at 353-7660.