



**DEPARTMENT OF THE AIR FORCE**  
**97TH AIR MOBILITY WING (AETC)**  
**ALTUS AIR FORCE BASE OKLAHOMA**

MEMORANDUM FOR 97 SFS/S5D

FROM: \_\_\_\_\_ (Sponsor)

SUBJECT: Altus Air Force Base (AAFB) Defense Biometric Identification System (DBIDS) Visitor Application

1. I am requesting to sponsor my visitor for unescorted entry into Altus AFB between the following dates \_\_\_\_\_ - \_\_\_\_\_. He/she requires base access during these times \_\_\_\_\_ - \_\_\_\_\_ and the days checked below:

Sunday      Monday      Tuesday      Wednesday      Thursday      Friday      Saturday

Full Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ State of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Hair Color: \_\_\_\_\_ Eye Color: \_\_\_\_\_ Height: \_\_\_\_\_" Weight: \_\_\_\_\_lbs

Race: Caucasian      African American      Asian      Hispanic

Other (specify): \_\_\_\_\_

Address: Apt #: \_\_\_\_\_ Street: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip/Postal Code #: \_\_\_\_\_

Driver's License/State ID #: \_\_\_\_\_ SSN: \_\_\_\_\_

Cell/Home Phone #: \_\_\_\_\_ Work/Supervisor's #: \_\_\_\_\_

2. Upon expiration of my visitor's pass, or if I am no longer sponsoring the individual, then I will ensure my sponsored individual turns in their pass to Bldg #428/Visitor Center.

3. If there are any questions or issues in regards to this application or my visitor, I can be contacted at my cell/work #: \_\_\_\_\_. My DOD ID is \_\_\_\_\_ and will be used to assign the visitor under me. By signing this memorandum I have verified this person's need for access to the base and agree to take responsibility for the person I am sponsoring.

4. By initialing this section you agree to the terms and conditions of the Defense Biometric Identification System (DBIDS) Card Agreement \_\_\_\_\_

*(Long term visitor only)*

\_\_\_\_\_  
(Sponsor's Signature)

1st Ind, \_\_\_\_\_ (Visitor's Name)

MEMORANDUM FOR 97 SFS/S5D

I authorized the use and release of my personal information to Altus AFB, Oklahoma, to accomplish a national criminal background check to determine my ability to access Altus AFB. If I am denied access to the installation my signature below will constitute as my acknowledgement and is not an admission of guilt. I will receive a copy of this memorandum if denied.

\_\_\_\_\_  
Issue Date of Pass: \_\_\_\_\_  
Denial/Expiration Date: \_\_\_\_\_  
FPCON Granted: \_\_\_\_\_  
Issued By: \_\_\_\_\_  
Approved/Denied until: \_\_\_\_\_

2nd Ind (if applicable), \_\_\_\_\_ (Sponsor's Unit/CC) (Sponsored Individual's Signature)

MEMORANDUM FOR 97 SFS/S5D

I approve/deny the request for a visitor card to be granted for more than 60 days.

\_\_\_\_\_  
Unit/CC Name/Rank:



<https://dbids-global-enroll.dmdc.mil/>

**SCAN ME!**

**Fill out the application online and provide the  
confirmation code to the registrar to speed  
up your enrollment!**

Issue Date of Pass: \_\_\_\_\_  
Denial/Expiration Date: \_\_\_\_\_  
FPCON Granted: \_\_\_\_\_  
Issued By: \_\_\_\_\_  
Approved/Denied until: \_\_\_\_\_