

## STAFF SUMMARY SHEET

1	TO	ACTION	LNAME, GRADE/DSN		6	TO	ACTION	LNAME, GRADE/DSN	
2					7				
3					8				
4					9				
5					10				
SURNAME OF ACTION OFFICER AND GRADE			SYMBOL		PHONE			TYPIST'S INITIALS	SUSPENSE DATE
REASON FOR VISIT/MISSION NAME									DATE
SUMMARY		Attachments							



**DEPARTMENT OF THE AIR FORCE  
UNITED STATES SPACE FORCE  
SPACE LAUNCH DELTA 30**

MEMORANDUM FOR 30 SFS/S5SV

FROM:

SUBJECT: Unofficial Foreign Visitor Request (UFVR) –

1. I am requesting approval of the personnel listed in the attached Unofficial Foreign Visitor Addendum to be allowed base access as described below. I understand approval is dependent upon a favorable background check and verification of no disqualifying information.

2. Sponsors Information:

Rank/Full Name:	Agency or Unit:
Phone Number:	Email Address:

3. Request Details:

Purpose of Access:		
Number of Visitors:	Visit Start Date:	Visit End Date:
Access:	Destination is Restricted, Controlled, Sensitive Area:	
Destination(s):		

4. As a sponsor, I will comply with all rules and responsibilities listed on the attached Unofficial Foreign Visitor Policy. I will also comply with any additional measures as directed by the approving commander to ensure the safety and security of my guests, base personnel, property, and mission at Vandenberg SFB.

Attachment:

1.(CUI//PII) Unofficial Foreign Visitor Addendum

1<sup>st</sup> Ind,

MEMORANDUM FOR 30 SFS/S5SV

Unescorted Access:

Driving Privileges: