



**DEPARTMENT OF THE AIR FORCE  
341ST SECURITY FORCES SQUADRON**

MEMORANDUM FOR 341 SFS/S5V

FROM:

SUBJECT: Pre-Enrollment for Base Fitness Determination/Pass Issuance

1. I will be sponsoring the following individuals onto Malmstrom AFB. I understand my responsibilities as a sponsor and will not violate any instructions established by the Installation Commander. Failure to comply may result in loss of sponsorship privileges.

<b>Sponsor's Last, First</b>	<b>Rank</b>	<b>DOD ID#</b>	<b>Unit</b>	<b>Contact#</b>

<b>Visitor's Last, First</b>	<b>DOB</b>	<b>DL/Passport/State ID#</b>	<b>State</b>	<b>Vehicle LP#</b>	<b>State</b>

<b>Location of Visit</b>	<b>First Day of Visit</b>	<b>Last Day of Visit</b> (not to exceed 30 days)

<b>SUN</b>	<b>MON</b>	<b>TUE</b>	<b>WED</b>	<b>THUR</b>	<b>FRI</b>	<b>SAT</b>	<b>HOURS</b> (24 hrs/Other i.e. 0700 – 1600)

2. By signing this form, digitally or in ink, you will not be required to accompany your visitor to receive their pass. If you cannot digitally sign, print/sign and bring the completed form to the VCC at least 5-days prior to the first day of the visit.

<b>First MI. Last</b>	<b>Rank</b>	<b>Affiliation</b>
<b>Sponsor</b>		

<b>S5V Only</b>	<b>Initials</b>	<b>NCIC</b>	<b>Initials</b>