

MEMORANDUM FOR ESCORTED GUEST ACCESS

Subj: REQUEST FOR ESCORTED GUEST ACCESS TO U.S. NAVAL AIR STATION SIGONELLA FOR 2025 MWR AUTUMN FESTIVAL

Ref: (a) NASSIGINST 5530.3D

- 1. Per reference (a), I request the issuance of guest wrist bands for 4 July 2026 from 1600-2200.
- 2. I will be sponsoring the following guest(s) (include guests first and last name, passport origin and passport number/or State/Country ID Number, guests date of birth).

<u>Full Name</u>	<u>Passport Origin and Number and/or State/Country ID Number</u>	<u>Date of Birth</u>
Guest 1 _____	_____	_____
Guest 2 _____	_____	_____
Guest 3 _____	_____	_____
Guest 4 _____	_____	_____
Guest 5 _____	_____	_____

- 3. Passport and/or ID listed on this memo must be presented when entering the event.
- 4. Base Requested: NAS I Only.
- 5. Sponsors Information: _____
Name/Command/Rate/Rank/Phone Number/Email
- 6. As a sponsor, I understand I bear full responsibility for my guest(s) at all times when on board any U.S. Naval Air Station Sigonella, Italy installation. Failure to comply with the instructions of this policy may lead to suspension of my privileges and/other administrative actions. Large bags will not be allowed in the event area. Special cases can be made such as small backpacks, purses, and diaper bags. All baggage will be screened upon entry to the Annex Field entry control post. Roving units will monitor for unauthorized bags by all guests in the event area. There is a strict "No Pets" policy in place for the event.
- 7. Request forms need to be emailed to usn.sigonella.nassigonellait.mbx.nassig-events@us.navy.mil NLT 26 June 2026.

Sponsor Signature

Security Officer

Approved

Disapproved