



## **PASSPORT AND ID CARDS**

### **Military Personnel and Dependents**

Passports are not required for active-duty Navy personnel reporting on official orders. While not required – including for travel in the Schengen Region – tourist passports are recommended if you intend to travel as a tourist. For example, not all customs agents in Schengen Region countries are familiar with the process, and it can be time consuming and frustrating to sort out.

If PCS-ing from the United States, it is easier to obtain a tourist passport in the U.S. prior to arrival in Greece. Acquiring a tourist passport in Greece requires travel to the U.S. Embassy in Athens.

The dependents of those on accompanied billets are required to have a passport and are authorized No-Fee regular passports.

Non-command sponsored dependents may visit during your unaccompanied assignment. According to Greek regulations, non-command sponsored dependents may not stay in Greece for more than 90 days within a six-month period, without a visa. Plan your non-command sponsored dependent travel accordingly.

The most up-to-date information on general entry requirements for Greece is in the DoD Foreign Clearance Guide found at <https://www.fcg.pentagon.mil/fcg.cfm>. In order to access the Guide, you will need to register for an Aircraft and Personnel Automated Clearance System (APACS) account. This is a simple process, and access is usually granted immediately. For information specific to Greece, open the menu for U.S. European Command, found on the left-hand of the site.

### **DoD Civilian Employees and Dependents**

Official passports are required for DoD civilian personnel and their dependents.

We recommend that if you intend to travel as a tourist, to obtain a Tourist Passport PRIOR to arriving in Greece since the process is time consuming and may require additional travel to the U.S. Embassy in Athens, Greece.

### **Alien ID Cards**

All authorized personnel who will remain in Greece for more than 90 days will be issued an Alien ID Card by the Visitor Control Center (VCC).

### **Common Access Card (CAC) and Family Member ID Cards**

DoD Civilian employees will be issued a Common Access Card (CAC) for their tour at NSA Souda Bay by the ID Card Lab. Their command-sponsored dependents will be issued a Family Member ID card. These cards allow entry onto NSA Souda Bay and authorize the use of Morale, Welfare and Recreation (MWR), Commissary, and Navy Exchange services.

Military members and their command-sponsored dependents already have these access cards.

In addition to issuing ID cards, the ID Card Lab also updates information in the Defense Enrollment Eligibility Reporting System (DEERS), unlocks CACs, and provides replacement cards for lost or expired ID cards.

#### **Hellenic Air Force 115th Combat Wing Access Badge**

All authorized personnel who need recurring access to NSA Souda Bay will be issued a 115th Combat Wing Access Badge by the Visitor Control Center (VCC). This badge allows entry through the Greek gate onto NSA Souda Bay.

#### **NATO Marathi Pier Complex Access Badge**

All authorized personnel who need recurring access to the NATO Marathi Pier Facility will be issued an access badge by the VCC.

#### **DEERS/ID Card Lab, Bldg. 49B**

Monday – Friday, 8 a.m. – 4 p.m.

DSN: (314)266-1395/1398

Commercial: (+30) 282-102-1395/1398

#### **Visitor Control Center, Bldg. 85.**

Monday–Friday, 8 a.m. to 3 p.m.

DSN: (314)266-1226

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Email: [NSASoudaBayVCC@us.navy.mil](mailto:NSASoudaBayVCC@us.navy.mil)