

Visitation Authorization Request (Part I)

1. I _____ am requesting visitation authorization for AFH/UPH
(Print Name and Rank) (Circle One)
2. It is the policy of this command to permit visitation in AFH, UPH (SLQ, BOQ and SEQ) of authorized dependents and guests for a period of 30 calendar days when such visits do not infringe on the rights of other residents.
 - a. Sponsors are responsible for the whereabouts and conduct of their guest(S) and are expected to enforce high standards of conduct of their guest(s) at all times. A guest who does not have a valid ID card must be escorted while on the installation at all times.
 - b. Guests who fail to adhere to established regulations and policies are subject to revocation of this pass and may be barred from future access to the installation. Sponsors who fail to properly control their guests may face administrative actions.
3. At no time will dependent spouses/children or other family members not on the service Members(command sponsors orders), be allowed to take up residency in AFH facilities. Any time that exceeds 30 days visitation and without the Garrison Commanders written approval for extensions beyond 31 days, will be considered residency and the service member must come to the housing office to change their housing status.
4. At no time will dependent spouse/children or other family members be allowed to take up residency in UPH facilities (SLQ, BOQ or SEQ) with the service member. Any time that exceeds 30 days visitation and without the Garrison Commanders written approval for extensions beyond 31 days, will be considered residency and the service member must come to the housing office to change their housing status
5. For Visitation of 31 calendar days or more written permission from the commander, USAG Humphreys is required.
6. I understand the policy set forth above _____
Signature/Date

NOTE: Complete the attached required submission of visitation “signed” by your Company/Battalion per USAG-H Policy Memorandum #20 Visitations in AFH, UPH Housing). Once signed bring back to Housing for forwarding approval to Installation Commander.

Visitation Authorization Request (Part II)

1. _____

(Print full Name/Rank/Organization/Phone Contact)

2. I am command and sponsored/unaccompanied.

3. I reside in Government Quarters building _____ Room _____. I request permission for below listed guests to visit my quarters for a total of _____ days.

From: _____ To: _____ Inclusive.

4. Guests

Name (Last, First, Mi)	Date of Birth	Sex	Relationship to Sponsor
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

5. I understand that I am NOT authorized government furnishing to support my visitors.

(Initial/Date) _____

(Signature/Date)

A. Request Thru Company commander

Recommend Approval/Disapproval

Printed Name and Signature

B. Thru Battalion Commander

Recommend Approval/Disapproval

Printed Name and Signature

C. Thru DPW Housing Division

Recommend Approval/Disapproval

ROBERT D. PERRY
Acting Chief, Housing Division

D. For Commanders, USAG-Humphreys

Approved/Disapproved

MARK K. COX
Interim Deputy to
the Garrison Commander