



Utah State University

# U.S. Citizenship Verification Form

## SDL Visitors

**Part 1 must be filled out by the visitor. Part 2 must be filled out by the applicant's Security or Human Resource Office. Valid photo identification is required when checking in at front desk.**

### PART 1: VISITOR INFORMATION (Completed by the visitor)

Name: \_\_\_\_\_ Last 4 of SS #: \_\_\_\_\_

Business/Organization: \_\_\_\_\_

Business Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Birth Date: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

U.S. Citizen:  Yes  No

If no, cannot have a Facilities Support (FS) or Official Visitor (OV) Badge. Will receive a non-U.S. Visitor Badge and must be escorted at all times.

Point of Contact at SDL: \_\_\_\_\_

### PART 2: U.S. CITIZENSHIP VERIFICATION (\*Completed by visitor's Security or Human Resource Office)

By signing below, the **Security or Human Resource** officer certifies that they have verified the accuracy of the information stated above.

Personnel Officer's Name: \_\_\_\_\_ Title: \_\_\_\_\_

Personnel Officer's Organization: \_\_\_\_\_ Phone#: \_\_\_\_\_

Personnel Officer's E-mail: \_\_\_\_\_

Personnel Officer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return Completed Forms to:  
Space Dynamics Laboratory/Security  
Fax: (435) 713-3240  
Phone: (435) 713-3591

\*The visitor listed in PART 1 cannot self-certify.

DOCUMENT NUMBER: QF0017  
REVISION: C  
DATE: 10/1/2020