



Tour Request Form

- Our tour season is open September through March.
- Tour applications are accepted beginning August 1st.
- Tours for the general public are provided on Tuesday's during normal business hours (9 a.m.-12 p.m.).
- Tours for ROTC, JROTC, high schools, and colleges are on Thursdays during normal business hours (9 a.m. - 1 p.m.).
- Contact Public Affairs for scheduling tours on alternative days.
- **No tours on weekends and holidays.**
- Tours are only offered to non-profit organizations.
- Groups must provide their own transportation and all attendees must fit in one vehicle to include the tour guide.
- All attendees must be at least 15 years old with photo identification.
- Groups must have a minimum of 15 attendees and a maximum of 30. The tour will be canceled the day of if the minimum does not show up.
- Each organization is limited to **1 tour per season.**
- The completed Base Entry List (BEL) with names, driver's license number, and last four digits of social security number must be turned in by 12:00 PM **no later** than 21 days prior to tour (if group includes non-U.S. citizens, list is due 35 days prior). No exceptions will be made due to our security policy. After receipt of completed BEL, no additional names may be added. The tour will be canceled if paperwork is not turned in on time. NO EXCEPTIONS.
- Groups that cancel their tour WITHIN 5 BUSINESS DAYS of the scheduled tour will not be rescheduled that tour season.
- **All interest-based requests are pending operation.**
- **The 56 FW/PA reserves the right to cancel or reject any tour, at any time, for operational reasons.**

Group Information

Group Name:

Number of Attendees:

Type of Group (i.e. business leaders, school, etc.):

Group Point of Contact

Name:

Phone Number:

Alt. Phone Number:

E-mail:

Requested Tour Date

Provide at least two dates (Only Tuesday's):

Interest

What are you interested in seeing on this tour?