

MEMORANDUM FOR 87 SFS/ Police Services

FROM:

SUBJECT: Short Term Entry Authority List (EAL)

- 1. Request entry for the following individual be allowed acces onto Joint Base MDL for the purpose of XXXXX at the \_.
- 2. I work in building \_\_\_\_\_ and can be reached at
- 3. The visitor will be going to \_\_\_\_\_
- 4. Dates Access required: Start Date \_\_\_\_\_End Date: \_\_\_\_\_.

| NAME<br>(Last) | NAME<br>(First, MIddle) | FULL SSAN | Date of Birth | Days of week<br>access required | Hours of day<br>access required |
|----------------|-------------------------|-----------|---------------|---------------------------------|---------------------------------|
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- 3. Please direct any questions regarding this matter to me.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
FIRST MI LAST, RANK, SERV

\_\_\_\_\_  
Title, Organization