

Visit Procedures

All visitors must have their FSO send in a visit request ahead of time preferably through DISS SMO Code 7QDJ75 or by fax at **240.290.1317**.

Requests must include:

- Full name:
- SSN:
- Location of birth:
- Date of birth:
- Is the visitor a U.S. citizen?
- Dates of visit:
- Purpose of visit:
- POC in the individual's company (meeting lead):
- NSRI POC name and phone number.
- Clearance Level (If applicable)

Proper identification is required for all visitors. Forms of acceptable identification include:

- State or Federal Government issued identification card with a photo
- Driver's license.