



JBER Base Access General Policy

All companies performing work on behalf of Aurora Military Housing (AMH) must perform background checks on all employees requiring access to Joint Base Elmendorf-Richardson (JBER). Security Forces uses factors such as criminal activity, type of crime, frequency of violations and the age of the individual at the time of conviction to determine if access to the installation will be granted.

Additionally, the installation commander may request additional information and has the authority to deny base access requests at any time.

REAL ID COMPLIANCE

JBER will soon require a compliant Real ID be shown when obtaining a base access pass. Without a compliant Real ID, access to the installation is not permitted. To learn more about Real ID and to see a list of compliant IDs, please visit <https://www.dhs.gov/real-id>.

BASE PASS SPONSORSHIP

All fields **MUST** be completed and a copy of the employee driver's license/state ID **MUST** be attached with this form. AMH will submit the below information to security forces for consideration. Please allow 5-7 business days for processing your request.

Please print the information clearly in each box below:

Company name (Vendor)	Contact name & phone number	Contact email address
Employee First Name	Employee Middle Name	Employee Last Name
Employee Sex (Male or Female)	Employee Date of Birth (00/00/0000)	Employee Driver's License and state of issue
Is employee a U.S. citizen? (Yes or No)	Passport #	Social Security Number

ACKNOWLEDGEMENT

I have read the policy and provided accurate contact information above.

Employee Signature: _____ Date: _____