



MARINE CORPS COMMUNITY SERVICES SOUTH CAROLINA
MARINE CORPS AIR STATION
P.O. BOX 55018
BEAUFORT, SOUTH CAROLINA 29904-5018

IN REPLY REFER TO:
5500
MCCS
18 Oct 2023

From: Deputy Director, Marine Corps Community Services
To: Lodging Guests

Subj: INSTALLATION ACCESS FOR LODGING

Encl: (1) Unaccompanied Visitor Access Request Form
(2) MARADMINS Number 108/23

1. Welcome to Marine Corps Air Station Beaufort in the beautiful low country of South Carolina! I hope you are looking forward to your stay as much as we look forward to hosting you.

2. Marine Corps Air Station (MCAS) Beaufort is home to cutting edge Marine Corps aviation equipment and personnel, and we make safety and security a top priority, beginning with entry to our installation. In order to gain entry to the air station, you must either be accompanied by your Department of Defense (DoD) sponsor, or be screened for access by our security office. For the convenience of those who will not have their DoD sponsor present when entering the installation, refer to enclosure (1) of the attached request form. Personal identifying information you are asked to provide will allow us to conduct a security background check, verify your eligibility through your sponsor, approve your access to the base, and confirm your reservation. Please provide the information in the attached "Unaccompanied Visitor Access Request Form" found in enclosure (1) for every member of your party, 18 years of age and older who may seek entry to the installation without the DoD sponsor present. You may email, mail, or fax the completed forms to:

EMAIL: Bfirt_securitymanager@usmc.mil

MAIL:
Commanding Officer, MCAS Beaufort
ATTN: Security Manager
P.O. Box 55001
Beaufort, SC 29904-5001

FAX: (843) 228-6866

Please provide the forms and required documentation per enclosure 2 as soon as possible and no later than 10 days prior to the beginning of your expected stay in order to ensure proper screening and avoid problems with your reservation. Non-REAL-ID compliant driver's license or identification cards may not be used for access to Marine Corps Installations. Persons not in possession of a state issued REAL-ID compliant driver's license or identification card are required to provide, upon installation entry, an approved alternate source identity document. Examples of approved source identity documents, in the absence of a REAL-ID compliant driver's license or identification card are: Original or certified true copy of a birth certificate bearing a raised seal; a social security card, and a driver's license or identification card issued by a state, territory, possession, or the District of Columbia that is not REAL ID-compliant. All three documents must bear the same name, or a former name as documented on acceptable name

change documentation such as a court order, marriage certificate, or divorce decree.

3. Installation access will be denied to anyone in your party who:

a. Cannot be verified as a U.S. citizen, a legal immigrant, or otherwise legally present in the U.S.

b. Is the subject of an outstanding arrest warrant.

c. Has knowingly submitted a visitor request form with false or fraudulent information.

d. Is debarred from DoD Installations or properties.

e. Is a registered sex offender or has been convicted of certain serious criminal offenses and/or is currently on parole pending charges.

f. Is on the National Terrorist Watch List.

Individuals may also be denied access to Marine Corps Air Station Beaufort if information is discovered that raises concerns about safety or security aboard the installation.

4. I wish you a wonderful stay. Please know that your safety and security are my top priorities. If you have any questions regarding base access policy or the screening process, please contact the Security Office by email at Bfirt_securitymanager@usmc.mil.



S. F. KIRKPATRICK