



# Laughlin AFB

# Tour Request Form



- Tours are requested year-round and are on a first come first serve basis.
- Tour applications must be submitted to [47ftw.pa.communityrelations@us.af.mil](mailto:47ftw.pa.communityrelations@us.af.mil) with "Tour Request" in the subject line. *(responses typically take 2-3 business days)*
- Tours are given during normal business hours (9 a.m.-3:30 p.m.) No tours on weekends and holidays.
- Tour requester must provide their own transportation and all attendees must fit in one vehicle.
- Groups must have at least 10 attendees and are limited to no more than 30 including chaperone's.
- Completed Entry Access List must be turned in no later than 7 calendar days after tour request form is submitted. No exceptions and no changes can be made after these dates due to security policy. After receipt of completed EAL, you will receive your proposed itinerary.
- PA Chief reserves the right to cancel or reject any tour, at any time, for operational reasons.
- Locations requested may not be available for the requested date.
- All attendees will provide the following: Full Names, DOB, and SSN (SSN: Only attendees 18 years of age or older.)
- Each tour is limited to no more than three locations and one lunch location.

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## 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 date requesting tour on base:

## Interest

What are you interested in seeing on this tour?:

Return this form to [47FTW.pa.communityrelations@us.af.mil](mailto:47FTW.pa.communityrelations@us.af.mil) no later than 21 days prior to tour date requested.