

From: Marine Corps Recruit Guest  
To: Security Manager, Marine Corps Air Station Beaufort

Subj: INSTALLATION ACCESS FOR LODGING

Ref: (a) ASO 5510.12B  
(b) ASO 5510.14  
(c) ASO 5510.13A

Encl: (1) Guest Information Sheet(s)

1. In accordance with the references, it is requested that the following personnel, listed on the enclosure(s), be granted access to the installation for lodging in support the following Marine Corps Recruit Graduate:

Recruit Full Name: \_\_\_\_\_

Recruit Unit: \_\_\_\_\_

Graduation Date: \_\_\_\_\_

Name of Lodging Facility: \_\_\_\_\_

Dates of Access: \_\_\_\_\_

2. Names of Guests in this submission:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

3. Any questions regarding this request should be directed to \_\_\_\_\_, at ( ) \_\_\_\_\_

Email: \_\_\_\_\_.