

INSTALLATION ACCESS PAPERWORK REQUIREMENTS FOR FLIGHTS TO GUANTANAMO BAY

TRAVELER CATEGORY	CUSTOMS/IMMIGRATION IDENTITY DOCUMENT	DOCUMENTS REQUIRED BY AMC AND NS GUANTANAMO BAY
Active Duty (AD) Military & USCG Stationed at NS Guantanamo Bay	Common Access Card	PCS Orders, TAD/TDY orders or approved leave form.
Dependents of AD Military, USCG & USG Civilian Command Sponsored	Passport AND Dependent ID card	PCS orders and Dependent Entry Approval first arrival; Sponsorship Letter or TAD/TDY orders thereafter.
Dependents of AD Military & USCG Non Command Sponsored	Passport AND Dependent ID card	SECNAV Form 5512/1 AND Non Command Sponsorship Letter.
USG Civilian Stationed at NS Guantanamo Bay	Passport	PCS Orders, TAD/TDY orders or approved leave form AND Sponsorship Letter.
USG Civilian Dependent Non-Resident of NS Guantanamo Bay	Passport	SECNAV Form 5512/1
Contractor & Contractor Dependents Residents of NS Guantanamo Bay (Official)	Passport	SECNAV Form 5512/1 AND Letter of Authorization (LOA) for first arrival. Sponsorship Letter, on official letterhead, AND LOA for subsequent arrivals.
Contractor & Contractor Dependents Residents of NS Guantanamo Bay (Leisure)	Passport	Sponsorship Letter on official letterhead.
Contractor Non-Resident of NS Guantanamo Bay	Passport	SECNAV Form 5512/1 AND Letter of Authorization (LOA) for each arrival.
Official Visitor Active Duty Military	Common Access Card	TAD/TDY Orders for each arrival.
Official Visitor Civilian/NAF/Etc.	Common Access Card AND Passport	TAD/TDY Orders for each arrival. If TAD/TDY orders are not available, then submission of SECNAV Form 5512/1 is mandatory.
Personal Visitor Active Duty Military	Common Access Card AND Passport	SECNAV 5512/1 AND approved leave form.
Personal Visitors All Others	Passport	SECNAV Form 5512/1.
Special Category Resident	Passport	Special Category Residency Letter
Unaccompanied Minors (Residents only)	Passport	Orders and AMC Form 1004. RESTRICTED TO AGES 12-17.

NOTE: IDENTIFICATION & REQUIRED DOCUMENTS WILL BE REVIEWED AT DEPARTURE TERMINALS. PERSONNEL WITHOUT PROPER DOCUMENTATION/MISSING DOCUMENTATION WILL NOT BE AUTHORIZED TO BOARD FLIGHT FOR NS GUANTANAMO BAY.