

# Grand Forks Air Force Base Tour Request Form



319th Air Base Wing – Public Affairs (PA)  
375 Steen Blvd, Suite 102, GFAFB, ND 58205

Phone: (701) 747-5023, Fax (701) 747-5022  
Email: [PA@grandforks.af.mil](mailto:PA@grandforks.af.mil) (preferred method)



***Greetings! Thank you for your interest in touring Grand Forks AFB, North Dakota!***

To ensure your tour runs smoothly, along with our operations, we require the following:

- **General:** Base tours are offered Friday mornings only March through October. Tour begins at 8:15 a.m. and ends around 12 p.m. Participants will meet a Public Affairs escort at the Main Gate. Please arrive at least 15 minutes prior to tour departure.
- **Advanced Notice:** This form must be submitted to the PA office at least *3 calendar weeks* prior to tour date. Included with request form must be a roster of participants with dates of birth and driver's license numbers (or social security numbers [for security clearance purposes only, per the Privacy Act of 1976]). Without clearance, participants will not be permitted on base.
- **Tour Size:** Minimum of 10 people per tour; Maximum of 40. No exceptions.
- **Roster:** Please fill out the "Guests" block of the attached roster.

If the above requirements are not met, it is possible the requested tour may be canceled. Please keep in mind that due to mission requirements, not all tour stops may be offered. Thank you for your compliance in meeting these requirements and for your patience as we coordinate all the details in making your tour possible and successful.

In order to plan your visit, we have a fill-in-the-blank form below.

Please call (701) 747-5023 if you have questions. We look forward to having you!

Sincerely, 319<sup>th</sup> ABW Public Affairs Office

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PRIMARY DATE: \_\_\_\_\_ ALTERNATE DATE: \_\_\_\_\_  
NAME of Group (school, organization): \_\_\_\_\_  
NUMBER of people (students, cadets): \_\_\_\_\_ AGE RANGES: \_\_\_\_\_ Number of  
CHAPERONES, if needed: \_\_\_\_\_ TOTAL in Tour Group: \_\_\_\_\_  
CONTACT INFORMATION for your group. Point of Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
Your Name and Today's Date: \_\_\_\_\_

***Tour includes:***

**8:15 a.m.** Base arrival (Main front gate)

**8:30 a.m.** Fire Department ( 45 minutes)

**9:30 a.m.** RAPCON/Tower ( 45 minutes)

**10:30 a.m.** Military Working Dogs ( 30 minutes)

**11:00 - ?** Static Displays (Outside Main Gate - Tour Ends)

- Due to mission requirements the tour follows a static schedule.
- If this schedule does not suit your needs, please call Public Affairs at (701) 747-5023  
We apologize for any inconvenience.

## Requestor

Name:

Organization:

Phone Number:

POC if different than requestor

## Event

Type:

Date:

Start Time:

End Time:

Location:

## Guests

Note 1: All foreign nationals must include Country of Origin, Passport number, and Visa Number and must bring Passport and Visa with them or Green Card.

Note 2: If under age 16 name and birth date is all that is necessary

Note 3: Anyone over 16 requesting entrance must have a government issued ID, i.e. drivers license.

NAME

DOB

D/L #

STATE OF ISSUE

**Name**

**Birth Date**

**DL #**

**State of DL**