

**CONTENTS OF A VISIT REQUEST
for Mirror Tech Days Closed Sessions
and Factory Tour**

This is not a visit request

Deadline is Thursday, 3 June 2010

A visit request is **required** to attend the Closed Sessions at Mirror Technology Days and to take the Factory Tour. The visit request must be typed, be on your company letterhead, and contain the information below. Use your own format. The visit request **must** be signed by your security manager to verify your status. Without this signature the visit request is invalid and will not be processed. All visit requests must be received by close of business on Thursday, 3 June 2010 to create the final attendance lists. Hand carried visit requests will not be accepted at the Conference.

1. Name
2. Social Security #
3. Job title/position
4. Citizenship
5. Name, organization, & phone number of person to be visited:

Hans-Peter Dumm, AFRL Space Vehicles Directorate, 2010 Mirror Technology Days in the Government Closed Session POC, 505-853-8397.

6. Purpose & justification for the visit in sufficient detail:

Attend conference sessions containing distribution limited, ITAR, and/or other export controlled data and to attend the factory tour.

7. Date or period during which the visit is to be valid:

7 – 9 June 2010

8. Your company name, address, & phone number
9. **SIGNATURE OF YOUR SECURITY MANAGER**
10. **Name of your Security Manager**

Please fax a signed copy to 505-846-2190

Thank you for your cooperation. If you have any further questions, please contact Hans-Peter Dumm at 505-853-8397 or hans-peter.dumm@kirtland.af.mil