



NATO UNCLASSIFIED  
Releasable to PfP/EUMS

## APPLICATION FOR ACCESS TO SHAPE

PLEASE WRITE CLEARLY IN CAPITAL LETTERS (VEHICLE ACCESS ON REVERSE SIDE).

PERIOD OF THE VISIT :	FROM:	(dd/mm/yyyy)	UNTIL:	(dd/mm/yyyy)
AREA TO BE VISITED :				
COMPANY OR FIRM REQUESTING THE ACCESS:				
SPONSOR NAME:		AMIS CARD NR:	__-_____-__	
AMIS CARD EXPIRATION DATE:	(dd/mm/yyyy)	RANK/GRADE:		
EXT:	DIVISION/NMR:			
REASON FOR VISITING SHAPE:				
IF MORE:				

### LIST OF INDIVIDUALS *(in alphabetical order)*

#	LAST NAME	FIRST NAME	DATE AND PLACE OF BIRTH	NATIONALITY	INITIAL (I) RENEWAL(R)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

Additional comments from sponsor :

Additional comments from SFP:

SF 550 (15 FEB 2016) – Supersedes SF 550 (DEC 2006 and JUN 2007) stocks of which will be destroyed.

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**LIST OF VEHICLES** (put in same # than the individuals)  
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#	MAKE	TYPE	COLOUR	COUNTRY OF REGISTR.	PLATE NUMBER	COMPANY (c) OR PRIVATE (p)	INITIAL (i) RENEWAL (r)
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

1. SPONSOR	2. SFP		SFP Request #
SIGNATURE:	SIGNATURE:		
DATE :	DATE :		
3. SHAPE SECURITY OFFICE	ACCESS		AREA(S) TO BE VISITED
SIGNATURE:	INDIVIDUAL(s)	VEHICULE(s)	100 Area <input type="checkbox"/>
DATE:	REFUSED <input type="checkbox"/>	REFUSED <input type="checkbox"/>	200-900 Areas <input type="checkbox"/>

**NOTICE**

- Request for access to SHAPE only valid if **appropriately completed and submitted by the sponsor** through the Visitors' Office or Information Desk at least **five working days prior the access**.
- There are **no privileges** associated with this request.
- **For more than 7 successive days, provide a good quality copy of the passport or national/Belgian identity document.** The validity of the access card and of the vehicle access pass is limited to **90 days** for individuals and vehicles **NOT registered in Belgium**.
- This request doesn't give access to restricted zones.
- **Queries on Police databases** may be made against persons listed on a SF 550.
- The **SHAPE Security Office** informs the Sponsor when access has NOT been granted.
- All access documents are to be collected at the **Visitors' Office [Berlin Gate]**.

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