



# Petroglyph Tour Application

**Because Little Petroglyph Canyon is located on an active military base, the process for obtaining clearance for access to the site is complex.**

*All participants MUST be United States citizens.*

Also note that the canyon floor is rugged terrain therefore, safety issues are of major concern.

Please read all the information on our Petroglyph web page - [maturango.org/petroglyph-tours/](http://maturango.org/petroglyph-tours/) - before you apply.

## Form Instructions:

- *Electronic signatures are not acceptable; therefore all forms must be printed and signed in ink.*
  - *We are dealing with the Department of the Navy, so **YES** all information is required.*
  - *All application packages, regardless of method sent, go directly to the Petroglyph Coordinator and are kept under lock and key.*
- 1) Maturango Museum application (2 pages)
    - a. One (1) form for all participants included in a single payment
      - i. There is a line for listing other members of your group who are submitting their own application. This will help the coordinator keep people together.
    - b. Complete all fields
    - c. Print completed form. If electronic typing not available, print blank form and complete by hand. Use black ink only.
    - d. Sign page 1 acknowledging terms and conditions
    - e. If paying by credit card, cardholder must sign page 2
  - 2) SECNAV 5512/1 form (2 pages) – Department of the Navy Security
    - a. One (1) form **PER PERSON** age 18 and over
      - i. Required regardless of any current security clearances
    - b. Complete all sections highlighted in **yellow**. If born outside of the US, provide passport information.
    - c. Print completed form. If electronic typing not available, print blank form and complete by hand. Use black ink only.
    - d. Initial sections 29 and 30
    - e. Sign and date section 31
  - 3) Gather completed documents.
  - 4) Send documents, with payment, to the Maturango Museum
    - a. Email – scan signed documents, PDF preferred, and send to [petro@maturango.org](mailto:petro@maturango.org)
    - b. FAX – 760-495-9777 – this is a fax machine that will only be seen by the coordinator
    - c. Mail – Attn: Petroglyph Coordinator  
Maturango Museum  
100 E Las Flores Avenue  
Ridgecrest, CA 93555

***Applications do not go into the processing queue until all forms are properly completed and turned in for each person included on your application.*** If the coordinator needs to contact you regarding missing information, the entire application will be held up until it is complete, which may cause you to miss out on the date(s) you want.

**Tour dates close 25 days in advance – meaning no forms will be accepted with less than 25 days notice. This is a Department of the Navy deadline. NO EXCEPTIONS.**

**Have you looked at the following on our website?**

- \_\_\_\_\_ Checked out the **Inappropriate Footwear** chart? If you wear inappropriate footwear on the day of the tour, you will be turned away at the base gate by the China Lake Police Department, and not allowed to go on the tour.
- \_\_\_\_\_ Checked out the **Tour Dates** section? Tours fill up quickly. Be sure the dates you want are still available. The application itself just lists all the dates; be sure you have the latest information so you don't waste time applying for a date that's already full. NOTE: application cutoff is 25 days prior to the tour date.
- \_\_\_\_\_ Watched the **Petroglyph Tour Procedure** video?
- \_\_\_\_\_ Downloaded and read **Petroglyph Tour Information Pamphlet** and **Frequently Asked Questions about Petroglyph Tours**?
- \_\_\_\_\_ Read the **Important Information** section.

# MATURANGO MUSEUM

100 E. Las Flores Avenue, Ridgecrest, CA 93555

Phone: 760-375-6900

Website: [www.maturango.org](http://www.maturango.org)

Petroglyph coordinator email: [petro@maturango.org](mailto:petro@maturango.org)

Petro Fax: 760-495-9777 (private)

**Applications are accepted via FAX, email or U.S. mail only. No phone calls please.**  
**Applications are processed in the order they are received. Please allow up to 10 days for confirmation.**

## COSO RANGE PETROGLYPH TOUR DATES – SPRING 2019

### MARCH

Saturday Mar 30 ☐  
Sunday Mar 31 ☐

### APRIL

Saturday Apr 06 ☐  
Sunday Apr 07 ☐  
Saturday Apr 13 ☐  
Sunday Apr 14 ☐  
Saturday Apr 27 ☐  
Sunday Apr 28 ☐

### MAY

Saturday May 04 ☐  
Sunday May 05 ☐  
Saturday May 18 ☐  
Sunday May 19 ☐  
Saturday May 25 ☐  
Sunday May 26 ☐

### JUNE

Saturday Jun 01 ☐  
Sunday Jun 02 ☐

*Dates fill up quickly. Please list up to 3 dates in order of preference.*

1<sup>st</sup> choice \_\_\_\_\_ 2<sup>nd</sup> choice \_\_\_\_\_ 3<sup>rd</sup> choice \_\_\_\_\_

**Fee Calculation:** Maturango Museum Member(s) **\$55** x \_\_\_\_\_ + Non-Member(s) **\$60** x \_\_\_\_\_ = Total due \$ \_\_\_\_\_

Please list traveling companions not on this form: \_\_\_\_\_

- All Petroglyph tours meet at the Maturango Museum at 6:30 a.m. and return to the Museum at approximately 3:30 p.m.
- Visitors must be in good physical condition. The petroglyphs are in a desert mountain canyon. The ground is uneven sand and rock; temperatures are extremely variable; water is essential.
- Carpooling is mandatory due to a limited number of vehicles allowed at the site
- All participants must be U.S. citizens
- No children under the age of 10 are allowed
- No pets are allowed
- The Navy does not allow additions or changes to the participant list once our paperwork is submitted.
- The petroglyphs are in an active military test range. Tours may be cancelled at any time by the Navy, including the morning of the tour, due to unexpected military testing or adverse weather conditions.

I acknowledge the above key data points and acknowledge that I have read the information pamphlet for the full terms and conditions.  
The pamphlet is located at [maturango.org/petroglyph-tours/](http://maturango.org/petroglyph-tours/)

\_\_\_\_\_  
Signature of primary contact

\_\_\_\_\_  
Printed Name

Primary Contact Name \_\_\_\_\_

Full Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Phone number where you can be reached *the day before* your tour for any updates \_\_\_\_\_

**Method of payment:**

☐ check # \_\_\_\_\_

☐ credit card (fill in below information)

Name on Credit Card \_\_\_\_\_ Credit card number \_\_\_\_\_

Expiration Date \_\_\_\_\_

Security Code \_\_\_\_\_

Billing zip code \_\_\_\_\_

Signature of card holder \_\_\_\_\_ Date \_\_\_\_\_

THE DEPARTMENT OF THE NAVY REQUIRES THE FOLLOWING INFORMATION FOR ALL PETROGLYPH TOUR PARTICIPANTS

Are all petroglyph tour participants U.S. Citizens? Yes ☐

Full Legal Name (please print First MI Last Name)	Phone Number	Birthdate	Birthplace (city, state)	Social Security Number

**THE DEPARTMENT OF THE NAVY REQUIRES EACH PETROGLYPH TOUR PARTICIPANT, 18 and OLDER, TO COMPLETE THE ATTACHED FORM (SECNAV 5512/1)**

**\*\* Make as many copies as needed**

**\*\*Each form must be signed and initialed by the actual participant**

**\*\*No electronic signatures allowed**

The SECNAV form is also available on our website at [maturango.org/petroglyph-tours/](http://maturango.org/petroglyph-tours/)

## DEPARTMENT OF THE NAVY LOCAL POPULATION ID CARD/BASE ACCESS PASS REGISTRATION

## PRIVACY ACT STATEMENT:

**AUTHORITY:** 10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corps; OPNAVINST 5530.14E, Navy Physical Security; Marine Corps Order 5530.14A, Marine Corps Physical Security Program Manual; and E.O. 9397 (SSN), as amended, SORN [NM05512-2](#).

**PURPOSE(S):** To control physical access to Department of Defense (DoD), Department of the Navy (DON) or U.S. Marine Corps Installations/Units controlled information, installations, facilities, or areas over which DoD, DON, or U.S. Marine Corps has security responsibilities by identifying or verifying an individual through the use of biometric databases and associated data processing/information services for designated populations for purposes of protecting U.S./Coalition/allied government/national security areas of responsibility and information; to issue badges, replace lost badges, and retrieve passes upon separation; to maintain visitor statistics; collect information to adjudicate access to facility; and track the entry/exit times of personnel.

**ROUTINE USE(S):** To designated contractors, Federal agencies, and foreign governments for the purpose of granting Navy officials access to their facility.

**DISCLOSURE:** Providing registration information is voluntary. Failure to provide requested information may result in denial of access to benefits, privileges, and DoD installations, facilities and buildings.

## IDENTITY PROOFING AND APPLICANT INFORMATION

1. LAST NAME:		2. FIRST NAME:		3. MIDDLE NAME:		4. NAME SUFFIX: <input type="checkbox"/> Jr. <input type="checkbox"/> Sr. <input type="checkbox"/> I <input type="checkbox"/> II <input type="checkbox"/> III <input type="checkbox"/> IV	
5. HISPANIC OR LATINO (Check one): <input type="checkbox"/> YES <input type="checkbox"/> NO		6. RACE (Check one or more): <input type="checkbox"/> WHITE <input type="checkbox"/> AFRICAN AMERICAN OR BLACK <input type="checkbox"/> ASIAN <input type="checkbox"/> AMERICAN INDIAN OR ALASKAN NATIVE <input type="checkbox"/> NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER					
7. GENDER (Check one): <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE		8. DATE OF BIRTH:		9. CITY OF BIRTH:		10. STATE OF BIRTH:	
						11. BIRTH COUNTRY:	
12. US CITIZEN (Check): <input type="checkbox"/> YES <input type="checkbox"/> NO		13. DUAL CITIZENSHIP: <input type="checkbox"/> YES <input type="checkbox"/> NO CITIZENSHIP IF OTHER THAN US (Country):					

## U.S. Citizen Minimum Documentation Required:

By Birth - Social Security No and/or State ID/Drivers License.

Naturalized - Certification Number, Petition Number, Date, Place and Court, United States passport number, Social Security No and/or State ID/Drivers License.

Derived - Parent's certification number, Social Security No and/or State ID/Drivers License.

## Alien Minimum Documentation Required:

Registration Number, Expiration date, Date of entry, Port of entry.

14. IDENTITY SOURCE DOCUMENTS PRESENTED:	15. DOCUMENT NUMBER:	16. ISSUED BY STATE/COURT:	17. ISSUED BY COUNTRY:	18. ISSUED:	19. EXPIRES:
<input type="checkbox"/> Social Security No.			United States		
<input type="checkbox"/> State ID/Drivers License			United States		
<input type="checkbox"/> Passport No.					
<input type="checkbox"/> Certification Number and Petition Number					
<input type="checkbox"/> Derived - Parent's Certification Number:			United States		
<input type="checkbox"/> Alien Registration No.			United States		
		Date of Entry:		Port of Entry:	

## OTHER APPROVED IDENTITY SOURCE DOCUMENTS:

<input type="checkbox"/>					
<input type="checkbox"/>					

20. WEIGHT (Pounds):	21. HEIGHT (Inches):	22. HAIR COLOR (Check one): <input type="checkbox"/> Blond <input type="checkbox"/> Brown <input type="checkbox"/> Black <input type="checkbox"/> Gray <input type="checkbox"/> Red <input type="checkbox"/> White <input type="checkbox"/> Silver <input type="checkbox"/> Auburn <input type="checkbox"/> Bald	23. EYE COLOR (Check one): <input type="checkbox"/> Brown <input type="checkbox"/> Green <input type="checkbox"/> Blue <input type="checkbox"/> Hazel <input type="checkbox"/> Black <input type="checkbox"/> Gray <input type="checkbox"/> Violet <input type="checkbox"/> Unknown
24. HOME ADDRESS (Include city, state, zip code):			HOME PHONE (Include Area Code):
25. BASE SPONSOR'S NAME: Margo Allen, NAWSCS Public Affairs			SPONSOR PHONE (Include Area Code): 760-939-1683

## EMPLOYMENT ACTIVITY INFORMATION

26. EMPLOYER NAME AND ADDRESS (Include city/state/zip code):	EMPLOYER PHONE (Include Area Code):
27. SUPERVISOR NAME AND ADDRESS (Include city/state/zip code):	SUPERVISOR PHONE (Include Area Code):

28. Check the applicable box for WORK HOURS box or check the OTHER box and enter the work hours, then check the applicable for WORK DAYS:

WORK HOURS: ☐ 0600-1800 ☐ 0800-1700 ☐ OTHER \_\_\_\_\_

WORK DAYS: ☐ SN ☐ M ☐ T ☐ W ☐ TH ☐ F ☐ ST

#### PRIOR FELONY CONVICTIONS

29. Have you ever been convicted of a Felony? ☐ YES ☐ NO \_\_\_\_\_ Initial

#### REQUIREMENT TO RETURN LOCAL POPULATION ID CARD

30. I understand that I am required to return my Local Population Identification Card to the Base Pass Office when it expires or if my employment is terminated for any reason: \_\_\_\_\_ (initial)

#### AUTHORIZATION AND RELEASE AND CERTIFICATION

31. I hereby authorize the DOD/DON and other authorized Federal agencies to obtain any information required from the Federal government and/or state agencies, including but not limited to, the Federal Bureau of Investigation (FBI), the Defense Security Service (DSS), the U.S. Department of Homeland Security (DHS).

I have been notified of DON right to perform minimal vetting and fitness determination as a condition of access to DON installation/facilities. I understand that I may request a record identifier; the source of the record and that I may obtain records from the State Law Enforcement Office as may be available to me under the law. I also understand that this information will be treated as privileged and confidential information.

I release any individual, including records custodians, any component of the U.S. Government or the individual State Criminal History Repository supplying information, from all liability for damages that may result on account of compliance, or any attempts to comply with this authorization. This release is binding, now and in the future, on my heirs, assigns, associates, and personal representative(s) of any nature. Copies of this authorization that show my signature are as valid as the original release signed by me.

FALSE STATEMENTS ARE PUNISHABLE BY LAW AND COULD RESULT IN FINES AND/OR IMPRISONMENT UP TO FIVE YEARS.

BEFORE SIGNING THIS FORM, REVIEW IT CAREFULLY TO MAKE SURE YOU HAVE ANSWERED ALL QUESTIONS FULLY AND CORRECTLY.

I DECLARE UNDER PENALTY OF PERJURY THAT THE STATEMENTS MADE BY ME ON THIS FORM ARE TRUE, COMPLETE AND CORRECT

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

FINAL DETERMINATION ON YOUR ACCESS: The Base Commanding Officer has final authority for determination on granting physical access to DON controlled installations/facilities under his/her jurisdiction.

#### BELOW COMPLETED BY BASE REGISTRAR PERSON CONDUCTING IDENTITY PROOFING and NCIC CHECK

32. INFORMATION VERIFIED BY:	33. ENTERED IN C/S SYSTEM BY:	34. PASS ISSUE DATE:	35. PASS EXPIRATION DATE:
36. NCIC CHECK PERFORMED BY:	37. RESULTS OF NCIC CHECK: <input type="checkbox"/> NO RECORDS <input type="checkbox"/> RECORD IDENTIFIER RECORD NUMBER:		38. RESULTS OF LOCAL RECORDS CHECK: <input type="checkbox"/> NO RECORDS <input type="checkbox"/> RECORD IDENTIFIER RECORD NUMBER:

Office of Under Secretary of Defense Directive-Type Memorandum (DTM) 09-012, "Interim Policy Guidance for DoD Physical Access Control," December 8, 2009. DTM 09-012 requires that DoD installation government representatives query the National Crime Information Center (NCIC) and Terrorist Screening Database to vet the claimed identity and to determine the fitness of non-federal government and non-DoD-issued card holders (i.e. visitors) who are requesting unescorted access to a DoD installation. The minimum criteria to determine the fitness of a visitor is: 1) not on a terrorist watch list; 2) not on an DoD installation debarment list; and 3) not on a FBI National Criminal Information Center (NCIC) felony wants and warrants list. Additionally, SECNAV Memo, Policy for Sex Offender Tracking and Assignment and Access Restrictions within the Department of the Navy, of 7 Oct 08 and OPNAVINST 1752.3 established the Navy's policy on sex offenders, requiring Region Commanders (REGCOMs) and Installation Commanding Officers (COs) to prohibit sex offender access to DoN facilities and Navy owned, leased or PPV housing. This form describes the authority and purpose to collect and share the required information; and identifies the applicant/visitor and sponsor; and authorizes the DoD to perform the minimum vetting and fitness determination criteria. A favorable response on the vetting and fitness determination is required to receive access to DOD-controlled installation/facilities.

## Instruction for completing the Local Population Access Registration Form

**INSTRUCTIONS:** Please complete all information in black ink (printed) or by typing. By voluntarily providing your Personal Information, you agree to the following terms and restrictions:

**RESTRICTIONS:** Local Population Identification Card/Base Access Pass may only be used by person to whom they are issued and for the specific business/purpose issued. Applicants are reminded that soliciting (i.e., door-to-door sales) is prohibited on the base, and that such activity is grounds for cancellation of the Pass. Additionally, such action may result in debarment from the base and legal action. The Base Commanding Officer has discretion over specifying the period of validity for any Local Population ID Cards/Base Access Passes that are issued under his/her jurisdiction. Review the Privacy At Statement that is printed at the top of the form

<p>Block 1: Enter the Last Name.</p> <p>Block 2: Enter the First Name.</p> <p>Block 3: Enter the Middle Name.</p> <p>Block 4: If applicable, check the box for Name Suffix.</p> <p>Block 5: Check the applicable box for Hispanic or Latino.</p> <p>Block 6: Check the applicable box for Race.</p> <p>Block 7: Check the applicable box for Gender.</p> <p>Block 8: Enter Date of Birth.</p> <p>Block 9: Enter City of Birth.</p> <p>Block 10: Enter State of Birth.</p> <p>Block 11: Enter Country of Birth.</p> <p>Block 12: Check the applicable box for US Citizenship.</p> <p>Block 13: If not a US Citizen, enter the name of the Country of Citizenship.</p> <p>Block 14: Two forms of identity source documents from the list of acceptable documents listed below must be presented to the base registrar with this completed form. Check the box for the type of Documents that will be presented for identity proofing. If the document type is not listed, use the two rows under Other Approved Identity Source Documents to enter the type of document(s) that you will present.</p> <p>Block 15: Enter the Document Number located on the Identity Proofing Source document that was checked in Block 14.</p> <p>Block 16: Enter the State that issued the Identity Source Document.</p> <p>Block 17: Enter the Country that issued the Identity Source Document.</p>	<p>Block 18: Enter the Date that the Identity Source Document was issued.</p> <p>Block 19: Enter the Date that the Identity Source Document will expire.</p> <p>Block 20: Enter Weight in pounds.</p> <p>Block 21: Enter Height in inches.</p> <p>Block 22: Check the applicable box for Hair Color.</p> <p>Block 23: Check the applicable box for Eye Color.</p> <p>Block 24: Enter Home Address Including City, State, Zip Code, and Home Telephone Number.</p> <p>Block 25: Enter Name of Registrant's Base Sponsor and Base Sponsor's Telephone Number.</p> <p>Block 26: Enter Employer Name and address including City, State, Zip Code, and Employer's Telephone Number.</p> <p>Block 27: Enter Supervisor's Name including City, State, Zip Code, and Supervisor's Telephone Number.</p> <p>Block 28: Check the applicable box for Work Hours box or check the OTHER box and enter the work hours, then check applicable boxes for Work Days.</p> <p>Block 28: Check the applicable answer if you have been convicted of Felony and enter initials.</p> <p>Block 29: Check the applicable box for felony conviction.</p> <p>Block 30: Enter initials to accept terms for returning Local Population Identification Card.</p> <p>Block 31: Sign and date the form to attest that the foregoing information is true and complete to best of your knowledge.</p>
---	--

### LIST OF ACCEPTABLE DOCUMENTS - All documents must not be expired.

Must present one selection from List A or a combination of one selection from List B and one selection from List C.

List A - Documents that Establish Identity and Employment Authorization	OR	List B - Documents that Establish Identity	AND	List C - Documents that Establish Employment Authorization
<ol style="list-style-type: none"> <li>1. U.S. Passport or U.S. Passport Card.</li> <li>2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551).</li> <li>3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa.</li> <li>4. Employment Authorization Document that contains a photograph (Form I-766).</li> <li>5. For a nonimmigrant alien authorized to work for a specific employer because of his or her status:               <ol style="list-style-type: none"> <li>a. Foreign Passport; and</li> <li>b. Form I-94 or Form I-94A that has the following:                   <ol style="list-style-type: none"> <li>(1) The same name as the passport; and</li> <li>(2) An endorsement of the alien's nonimmigrant status as long as that period of endorsement has not yet expired and the proposed employment is not in conflict with and restrictions or limitations identified on form.</li> </ol> </li> </ol> </li> <li>6. Passport from the Federal States of Micronesia (FSM) or the Republic of the Marshall Islands (RM) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and FSM or RM.</li> </ol>	<ol style="list-style-type: none"> <li>1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address.</li> <li>2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address.</li> <li>3. School ID card with a photograph</li> <li>4. Voter's registration card.</li> <li>5. U.S. Military card or draft record.</li> <li>6. Military dependent's ID card.</li> <li>7. U.S. Coast Guard Merchant Mariner Card.</li> <li>8. Native American tribal document.</li> <li>9. Driver's license issued by a Canadian government authority.</li> </ol> <p style="text-align: center;">For persons under age 18 who are unable to present a document listed above:</p> <ol style="list-style-type: none"> <li>10. School record or report card.</li> <li>11. Clinic, doctor, or hospital record.</li> <li>12. Day-care or nursery school record.</li> </ol>	<ol style="list-style-type: none"> <li>1. A Social Security Account Number card, unless the card includes one of the following restrictions:               <ol style="list-style-type: none"> <li>(1) NOT VALID FOR EMPLOYMENT</li> <li>(2) VALID FOR WORK ONLY WITH INS AUTHORIZATION.</li> <li>(3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION.</li> </ol> </li> <li>2. Certification of Birth Abroad issued by the Department of State (Form FS-545).</li> <li>3. Certification of Birth issued by the Department of State (Form DS-1360).</li> <li>4. Original or certified copy of birth certificate issued by a State, county, municipal authority or territory of the United States bearing an official seal.</li> <li>5. Native American tribal document.</li> <li>6. U.S. Citizen ID Card (Form I-197).</li> <li>7. Identification Card for Use of Resident Citizen in the United States (Form I-179).</li> <li>8. Employment authorization document issued by the Department of Homeland Security.</li> </ol>		

The remainder of the form will be completed by the Base Registrar Person conducting Identify Proofing process and NCIC check.

### AGENCY DISCLOSURE STATEMENT:

The public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 4800 Mark Center Drive, East Tower, Suite 02G09, Alexandria, VA 22350-3100 OMB 0703-0061. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

### PLEASE DO NOT RETURN COMPLETED FORM TO THE ABOVE ADDRESS.

Completed form should be submitted to the Base Registrar.