



JRTR VISITOR APPLICATION FORM



Upload Recent Photo

NOTES:

1. Read the **VISITOR'S INSTRUCTIONS & JRTR SECURITY ENTRY REQUIREMENTS** on Page 2 of this application form.
2. Upload a recent photo and a copy of a valid Passport.
3. Email the form to access.permit@jaec.gov.jo, at minimum thirty (14) business days before intended visit date.

Title		First Name	Second Name	Third Name	Family Name	Email Address
Nationality	Valid Passport/National ID No.	ID/Passport Expiration Date	Place-of-Birth (City, Country)		Date-of-Birth	
Organization/Affiliation	Street Address		City, State, Country		Telephone No.	
Name of Emergency Contact		Phone Number of Emergency Contact		Email of Emergency Contact		

State the Purpose of the Visit:

Provide sufficient information regarding the purpose of your visit

Contact Person at JRTR, if any	Select Primary JRTR Department	Relationship with the JRTR Contact		
Visit start Date	Visit End Date	Select Areas/Facilities to Visit	Did you previously visit the JRTR?	If yes, Last Date You Visited the JRTR

I hereby certify that all information provided as part of this application is true and correct to the best of my knowledge; and do further certify I have read, acknowledge, and will adhere to the instructions and entry requirements to the JRTR Facility stated on page 2 of this application form. I further understand and acknowledge that I am subject to all kinds of searches at any time during my stay within the JRTR Site.

Signature

Date

JRTR OFFICIAL USE ONLY

Application Number	JRTR Security Officer Name	Assigned JRTR Escort	<input type="radio"/> H1	<input type="radio"/> H2	<input type="radio"/> H3	<input type="radio"/> H4	<input type="radio"/> H5	<input type="radio"/> H6
<input type="radio"/> Admin <input type="radio"/> Training Center <input type="radio"/> HP Room <input type="radio"/> NAAF <input type="radio"/> RIFP <input type="radio"/> RTF <input type="radio"/> Rx Pool <input type="radio"/> Rx Hall <input type="radio"/> MCR <input type="radio"/> FFSV <input type="radio"/> Aux Bldg			Access Level Granted					
Areas Authorized								
<input type="radio"/> ADMIN <input type="radio"/> Main Gate <input type="radio"/> Guard House <input type="radio"/> Badge Office								
Copies Transmitted to			Security Officer Signature			Date Completed/Signed		

JRTR Security Note:



JRTR VISITOR APPLICATION FORM

INSTRUCTIONS & JRTR SECURITY ENTRY REQUIREMENTS

APPLICATION INSTRUCTIONS:

1. Complete all applicable fields on page 1 of this application.
2. Save the completed Form using (Last Name)_(First Name)_(Date of Visit yyyy-mm-dd) as the file name.
3. Print the completed Form (page 1) and date and sign.
4. Scan the signed copy and email with the e-filled saved form (in item 2 above) to access.permit@jaec.gov.jo.
5. Forms must be submitted at minimum thirty (14) business days before the requested visit date.
6. A JRTR staff member will contact you within seven (7) business days following receipt of the application.

PRIOR TO ARRIVING AT THE JRTR SITE:

1. Please contact the JRTR at access.permit@jaec.gov.jo if there are any changes to your itinerary as soon as possible.
2. At least 24 hours prior to your planned arrival, inform JRTR Security (access.permit@jaec.gov.jo) of the Type of Vehicle (make, model, color) and its tag number/ID that you will be using to arrive at the JRTR Site.
3. Ensure you have your passport with you.
4. Please bring a copy of the printed completed form (Page 1 and Page 2).
5. Kindly note, the lighter you carry-on, the easier it will be to process you through the main gate.
6. If you will need your PC, please complete a "Material Permit Form" and email to access.permit@jaec.gov.jo prior to your planned arrival date.
7. Print this page and sign as well, indicating your acknowledgement of the JRTR Requirements.

PROHIBITED ITEMS AT THE JRTR SITE:

1. Alcohol and illegal drugs.
2. Weapons (*real, simulated, and replicas*) of any kind, including but not limited to firearms, box cutters, swords, knives, flares, flare guns, BB guns, pellet guns, ice picks, sabers, etc.
3. Explosive materials (blasting caps, dynamite, fireworks, flares, hand grenades, plastic explosives, replicas of explosives, ... etc.
4. Flammable, toxic, and corrosive chemicals.

PROHIBITED ITEMS AT THE JRTR PROTECTED AREAS:

1. JRTR Site Prohibited Items listed above.
2. All types of recording devices (cameras, video cameras, voice recording equipment, ...etc.).
3. Electronic equipment, including but not limited to personal computers, GPS, smart and regular cell phones, all types of Bluetooth devices, pagers, radios, notebooks, flash drives, smart watches, and any media with internet and recording capabilities.

Title	First Name	Second Name	Third Name	Fourth Name
I hereby certify that all information provided as part of this application is true and correct to the best of my knowledge; and do further certify I have read, acknowledge, and will adhere to the instructions and entry requirements to the JRTR Facility stated on page 2 of this application form. I further understand and acknowledge that I am subject to all kinds of searches at any time during my stay within the JRTR Site.				
			Signature	Date