INFORMATION REQUEST FOR FOREIGN NATIONAL

Once completed, this form will be protected as Official Use Only to protect personal information.

Remember to password protect this form before emailing it.

**Red Field Labels** indicate a required field. **Format for all date fields is January 1, 1962**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Personal Information Important - Name and Date of Birth must exactly match what is on the passport. | | | | | | | | | | | | | | | | |
| Given (First) Name | | | | |  | | | | | | Date of Birth | | | | | Enter |
| Middle Name | | | | |  | | | | | | Birth City | | | | |  |
| Family (Last) Name | | | | |  | | | | | | Birth State/Region | | | | |  |
| Gender | | | | |  | | | | | | Birth Country | | | | |  |
| Primary Citizenship | | | | |  | | | | | | Secondary Citizenship | | | | |  |
| Employer Information (if currently a student, list University here) | | | | | | | | | | | | | | | | |
| Full Employer Name  (no Acronyms) | | | | | |  | | | | | | | Address 1 | |  | |
| Country | | | | | |  | | | | | | | Address 2 | |  | |
| Phone | | | | | |  | | | | | | | City | |  | |
| Email | | | | | |  | | | | | | | State/Region | |  | |
| Job Title | | | | | |  | | | | | | | Postal Code | |  | |
| Lawful Status Information | | | | | | | | | | | | | | | | |
| U.S. Lawful Permanent Resident (LPR)? | | | | | | | | | | | | | | | | |
| Fill out information  on right only  Fill out information  below only | | | | |  | | | | | LPR number | | | | | | |
| LPR expiration date Enter | | | | | | |
| Driver’s License number | | | | | | |
| Driver’s License expiration date Enter | | | | | | |
| Passport Information (Complete if you do not have an LPR)  If dual citizen, only list the passport that will used to enter the U.S.. | | | | | | | | | | | | | | | | |
| Passport Number | | | | Expiration Date | | | | | Passport Country | | | | | | | |
|  | | | | Enter | | | | |  | | | | | | | |
|  | | | |  | | | | |  | | | | | | | |
| Visa Information If applicable. Indicate type of visa or NEXUS, EAD, BCC, State ID. ESTA is not required. | | | | | | | | | | | | | | | | |
| Type | | | | Expiration Date | | | | | Control Number | | | | | | | |
|  | | | | Enter | | | | |  | | | | | | | |
|  | | If Visa is J-1, list DS-2019 | | | | | Date Issued | | | | | Expiration Date | | SEVIS Number | | |
|  |  | | | | | | Enter | | | | | Enter | |  | | |
|  | If Visa is F-1, list I-20 | | | | | | Date Issued | | | | | Expiration Date | | SEVIS Number | | |
|  | | | | | | Enter | | | | | Enter | |  | | |
| Lawful Status Supporting Documentation  (if travelling from outside the U.S., the entry stamp may be presented upon arrival) | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| Entry Stamp | | | Date Issued  Enter | | | | | Expiration Date  Enter | | | | |  | | | |
| *Note: All original documents must be presented at the Sandia Labs badge office.* | | | | | | | | | | | | | | | | |