



# WHITE HOUSE TOURS REQUEST

EMBASSY INFORMATION			
Embassy Contact Surname [Redacted]		Given Name [Redacted]	
Requesting Contact Telephone Number	Extension	Contact Fax Number	
Contact E-mail		Contact Cell Phone Number	
TOUR INFORMATION			
Requested date must be at least 7 days in advance and before 21 days from today. The date format must be MM-DD-YYYY, example : 02-02-2014			
Request Date (mm-dd-yyyy)			
Escort's Title	Escort's Surname	Escort's Given Name	
Escort's PID	Number of People (1-6)	Parking Requested	Special Needs (If yes, explain below)
Describe Special Needs (Wheelchairs, etc.)			
VISITOR SECURITY INFORMATION			
Surname [Redacted]		Given Name [Redacted]	Middle Initial [Redacted]
Gender	Date of Birth (mm-dd-yyyy)	Country of Origin	
Citizenship Status	Country of Citizenship		Passport Number
City you're staying in the U.S. (example: Atlanta)		State you're staying in the U.S. (example: Georgia)	
PAPERWORK REDUCTION ACT STATEMENT			
<p>*Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time required for searching existing data sources, gathering the necessary data, providing the information required, and reviewing the final collection. In accordance with 5 CFR 1320.5(b), persons are not required to respond to the collection of this information unless this form displays a currently valid OMB control number. Send comments on the accuracy of this estimate of the burden and recommendations for reducing it to M/OFM, 3507 International Place NW, Washington, DC 20008.</p>			
PRIVACY ACT STATEMENT			
<p><b>AUTHORITIES:</b> The information is sought pursuant to Vienna Convention on Diplomatic Relations of 1961; Vienna Convention on Consular Relations of 1963; Diplomatic Relations Act (22 U.S.C. 254a-e); International Organizations Immunities Act (22 U.S.C. 288e (a)); Foreign Missions Act of 1982 (22 U.S.C. 4301-4316) as amended.</p> <p><b>PURPOSE:</b> The information solicited on this form will be used by the U.S. Department of State (DOS) to adjudicate requests made by foreign governments for White House tours.</p> <p><b>ROUTINE USES:</b> The information provided on this form may be provided to other federal agencies for law enforcement, administrative or other statutorily authorized purposes as covered under STATE 36, Security Records. This information also may be provided to the employing foreign government or international organization.</p> <p><b>DISCLOSURE:</b> Submission of information is voluntary; however, failure to provide any of the requested information may result in the denial of the requested tour.</p>			