



APPLICATION FOR CIVILIAN BASE ACCESS

READ THIS FIRST

*Pine Oaks Golf Course is a Department of Defense (DoD) golf course located on a military installation that allows restricted access for civilian golfers **to the Golf Course ONLY**.*

Base access is a privilege and may be revoked or denied.

Always be courteous to our Men & Women in uniform & Security personnel.

Inappropriate behavior is grounds for denial.

All new and renewal requests must follow the procedures below. Applications may be sent in via mail or hand delivered to Pine Oaks Golf Course. **We will accept applications through email.** All personal information will be kept confidential and protected under the terms of the Privacy Act. Incomplete or illegible applications will not be processed.

Applications are processed by the golf course and sent to Security Forces once they have been gathered and reviewed.

Please look for a confirmation email or you may contact the Pro Shop at 478-926-4103 to confirm your application was submitted.

Please bring the following required documentation to the Visitors Center: driver's license, proof of insurance and registration (hardcopy or digital), and a second form of ID (non-laminated social security card, birth certificate w/ seal, or unexpired passport). Negative findings on background checks will result in a denial of access. Once you have your pass you are **authorized to enter the installation through any gate between the hours 1000-1900**. You **MUST** show your pass to the guard at the gate. **Any passengers with you MUST have their own pass**. After being cleared through the gate, take the most direct route to travel to the golf course.

When use of the facility is completed, you must use the same route to directly exit the base. **Any deviation from this route may result in the loss of base entry privileges.** Civilians are not authorized to use any other facility on the installation. All personnel and their property are subject to search while gaining access to or on Robins AFB. Seat belts must be worn at all times while on base. Talking and texting on a cellular phone while operating a motor vehicle is prohibited. Always stop for pedestrians. Always have your access badge on your person and be prepared to present it when asked.

All personnel must follow Air Force and Golf Course policies while on base. Please see the Pro Shop for information on policies, rates and tee time procedures.



PERSONAL DATA FOR APPLICATION FOR BASE ENTRY

MUST BE A US CITIZEN

All requested information must be provided. If you do not have a middle name or email address, enter "none" in the space provided. **Please print information legibly.**

INCOMPLETE OR NON-LEGIBLE APPLICATIONS CANNOT BE PROCESSED.

LAST NAME _____ FIRST _____ MIDDLE _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

DRIVERS LICENSE _____ STATE ISSUED _____

Last 4 SSN # _____

HEIGHT _____ WEIGHT _____ EYE COLOR _____ HAIR COLOR _____

DATE OF BIRTH _____ U.S. CITIZEN? Yes No

CONTACT PHONE _____

E-MAIL ADDRESS _____

I understand and agree to the terms and conditions on the previous page and release my personal data for the purpose of obtaining access to Robins AFB Golf Course.

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SIGNATURE _____ DATE _____

NOTE: PRIVACY ACT-1974 AS AMENDED APPLIES

THIS FORM MAY CONTAIN PRIVACY ACT INFORMATION WHICH MUST BE PROTECTED IAW DOD 5400.11, AND IT IS FOR OFFICIAL USE ONLY (FOUO).

DELIVER OR EMAIL THIS APPLICATION TO:

Pine Oaks Golf Course
755 Warner Robins Street,
Robins AFB, GA 31098
Bldg 595

Alyson Lee - alyson.lee@us.af.mil
Heather Clark - heather.clark.3@us.af.mil

Please provide an email and a valid phone number for confirmation.