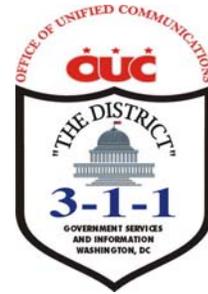


GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of Unified Communications



UCC Tour Request Form

Date of Request: _____

Delegation Name: _____

No. of Visitors: _____

[UCC, which houses the District's citywide communications center, is a highly secured location. Once the tour has been confirmed, a list of attendees must be provided in writing at least three days prior to the tour to ensure access to the facility.]

Description of Group/Organization:

Reason for Visit:

Tour Date Requested:

Time: (2 hour Interval)

[To accommodate schedules of facilitators, tours are generally held on Thursdays in 2 hour intervals.]

1. _____
2. _____
3. _____

Contact Person's Information:

Name: _____

Phone numbers: **Work** _____ **Cell** _____
(Please include country code if outside the USA)

E-Mail: _____

NOTE:

UCC, which houses the District's citywide communications center, is a highly secured location. Once the tour date and time have been confirmed a list of attendees must be provided in writing no later than three days prior to the tour to ensure access to the facility.

Below to be filled out by Office of Unified Communication:

Tour date: _____ **Tour time:** _____

Conference Room: _____

Tour Point of Contact: _____

Telephone Number: _____

E-Mail Address: _____