



8th Grade Parents:

This year's 8th Grade Class Trip will include **The FBI Experience** tour. Before anyone can be allowed into the FBI building, the following information must be submitted to the FBI.

Visitors 16 years of age or older will be required to present valid, government-issued photo identification such as a United States driver's license, military ID, or passport. **All submitted information below (e.g. name, date of birth, city, etc.) MUST EXACTLY MATCH the government-issued photo ID presented upon arrival at FBI Headquarters.** No other forms of identification will be accepted. (See back of form for more information.)

Student or Parent Information

Personal Information

Full Name: _____
Last *First* *Middle (not initial)*

SSN or Gov't ID: _____
Green Card # (if non-US citizen) _____

Birth Date: _____ Country of Birth: _____

Citizenship: **Circle U.S.** or list country: _____

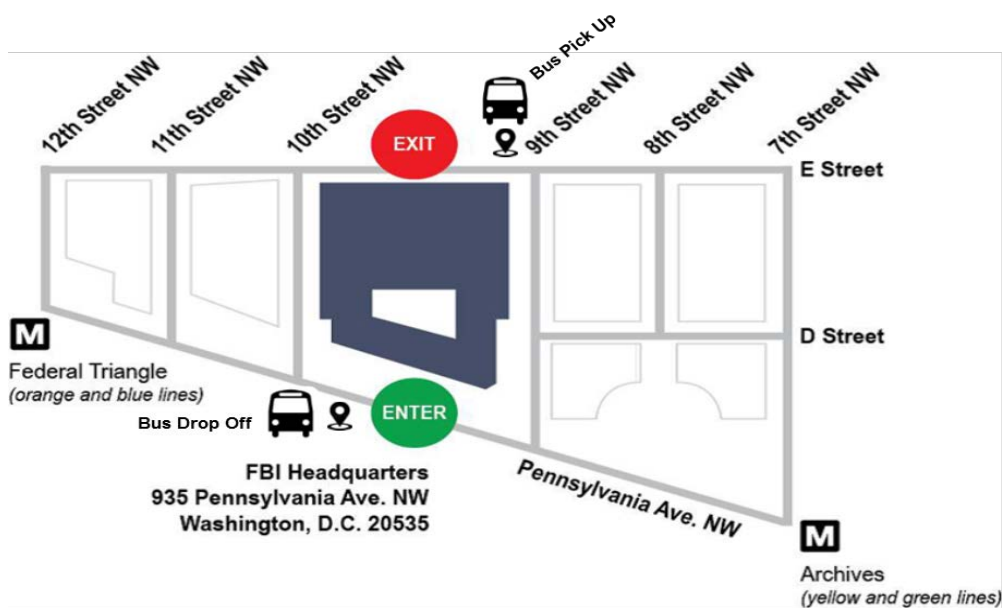
If non-US citizen: _____
Green Card expiration date: _____ If non-US citizen: _____
Passport Number: _____

**A separate form must be filled out for each person attending Class Trip.
Additional forms (for parent chaperones) may be obtained
at school website – under Forms: Field Trip tab**



Forms for students and chaperones must be
returned to school by **Monday, March 26!**
No late forms accepted!

All information will be kept confidential and form submitted to the FBI will be encrypted before emailing.

YOUR UPCOMING VISIT TO **THE FBI EXPERIENCE** AT FBI HEADQUARTERS



TIPS FOR VISITING THE FBI EXPERIENCE

- All visitors enter through the FBI Headquarters Visitor Center, located at 935 Pennsylvania Ave. NW between 9th and 10th St NW
- As parking is limited, visitors are encouraged to use public transportation
-  Bus drop off is located at 935 Pennsylvania Ave. NW. Bus pick up is located on the corner of 9th Street NW and E Street
-  Upon entry, please take advantage of the FBIRA Store (gift shop). The FBIRA Store is only available at the start of your visit

On the Day of Your Visit



HOURS OF OPERATION

Monday-Friday | 9:00 AM to 4:30 PM

Closed Saturdays & Sundays

Closed for federal holidays

ITEMS TO BRING

IDENTIFICATION

All guests **MUST** be U.S. citizens or valid green card holders. Visitors 16 years of age or older will be required to present valid, government-issued photo identification such as a United States driver's license, military ID, or passport. **All submitted information (e.g. name, date of birth, city, etc.) MUST EXACTLY MATCH the government-issued photo ID presented upon arrival at FBI Headquarters.** No other forms of identification will be accepted.

PERMITTED ITEMS

Wallets, cell phones, car keys, and umbrellas are permitted, as are small bags/purses.

All items required for medical purposes will be permitted (e.g. wheelchairs, electric scooters, glucose tablets, EpiPens, etc.).

PROHIBITED ITEMS

The following items are strictly prohibited:

- Backpacks, briefcases, luggage, computer and camera bags
- Point-and-shoot cameras, SLR cameras, video recorders
- Strollers
- Food or beverages of any kind
- Tobacco products, aerosol containers
- Guns, ammunition, fireworks, electric stun guns, mace, martial arts weapons/devices, knives, and any pointed objects

SECURITY CHECKS

Final security checks will be completed three **(3)** weeks in advance of your scheduled visit.

STORAGE

No storage facilities are available at FBI Headquarters. Individuals who arrive with prohibited items will not be permitted to enter.

CELL PHONES

Cell phones **MUST** be set to **Airplane Mode** upon entering FBI Headquarters.



Photography is permitted **only in designated areas** of the exhibit space. No photography will be allowed in the Visitor

Center. Video recording is **PROHIBITED** while in FBI Headquarters space. Violators will be escorted out of the building.

THINGS TO NOTE

ARRIVAL

Visitors are to arrive **30** minutes prior to scheduled visit. A FBI employee will greet and escort visitors from the Visitors Center to The FBI Experience at the designated time.

CHAPERONE RATIO

Groups sponsoring children or young adults (under 18 years old) will need to provide **1** chaperone for every **10** visitors.

LENGTH OF VISIT

The FBI Experience tour is self-guided and is designed to last approximately **60 to 90** minutes.

QUESTIONS DURING VISIT

Visitors Services Representatives will be posted throughout The FBI Experience to provide historical information and answer questions.

CLOSURE AND DELAYS

In the event of a government closure or delay due to inclement weather, The FBI Experience will remain closed, and visits on those days will be cancelled. Please monitor www.OPM.gov/status for information regarding closures and delays.

Attention: The FBI Experience includes visual references to firearms, terrorism, and violent crimes, including those that resulted in injury or death. Please use discretion when planning your visit, as these may be upsetting to young children.