

## **Nellis Air Force Base Media Application Form**

Thank you for your interest in covering Nellis Air Force Base media event. Please complete this form and submit it with a copy of your Letter of Intent to Publish and a signed Hold Harmless Agreement. Your application is not considered complete until we have received these completed forms. If you have any questions, please contact the Media Operations section of the Nellis AFB PA office at (702) 652-2750, option 5.

### **PERSONAL INFORMATION**

NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

FULL SOCIAL SECURITY NUMBER: \_\_\_\_\_

DRIVERS LICENSE NUMBER/STATE OF ISSUE: \_\_\_\_\_

### **PASSPORT INFORMATION: (Non-U.S. citizens only)**

COUNTRY: \_\_\_\_\_ NUMBER: \_\_\_\_\_

MEDIA AFFILIATION: \_\_\_\_\_

AUDIENCE ANALYSIS (MONTHLY/ANNUAL): \_\_\_\_\_

JOB DESCRIPTION: \_\_\_\_\_

### **CONTACT INFORMATION:**

EMAIL: \_\_\_\_\_

CELL PHONE NUMBER: (Number you can be reached in the Las Vegas area)

\_\_\_\_\_

### **EMERGENCY CONTACT INFO:**

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

### **EDITOR/PUBLISHER/OWNER CONTACT INFORMATION**

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

TITLE/POSITION: \_\_\_\_\_

## **REQUEST**

Please tell us which specific units, mission sets, aircraft or exercise you would like to cover.



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 57TH WING (ACC)  
NELLIS AIR FORCE BASE, NEVADA

18 February 2025

MEMORANDUM FOR MEDIA VISITOR

FROM: 57 WG/PA

SUBJECT: Ground Rules and Hold Harmless Agreement

1. Welcome to Nellis Air Force Base! We appreciate your taking time to visit the installation and look forward to working with you to facilitate your coverage. We ask you to observe the following ground rules to ensure your visit goes as smoothly as possible:

- a. Please stay with your escort while on base and follow the instructions they give. You should ask your escort for a contact number. If you should become accidentally separated, or when another office escorting you is finished with their portion of your visit, please contact our office at (702) 652-2750, option 5 to let us know you require a Public Affairs (PA) escort and remain where you are until the escort arrives.
- b. While most public areas of the base have no restrictions on taking photos or video, certain areas, activities and equipment have security rules. These subjects might not be clearly marked, so please discuss this topic with your escort before you begin shooting. In general, taking photographs and video on the flight line and in nearby industrial areas is prohibited unless specifically authorized in advance.
- c. Do not take photos or video while away from your PA escort, which can lead to being detained or even prosecution. Should you become detained for any reason, please tell security personnel you were brought on base by PA and ask them to contact us right away. Be sure to comply with any instructions they give you.
- d. Be aware of security markings on buildings, fences or walls. Pay particular attention to signs that mark Controlled or Restricted Areas, or red stripes painted on the ground in flight line areas (which also designate Restricted Areas). These mark areas where special authorization or security clearance is required, and where the use of force is authorized to prevent intrusion. Entering these areas, even by mistake, can result in being challenged, detained and/or prosecuted.
- e. The mission at Nellis will continue while you are visiting. We ask you to please be courteous to those who are working and ask your PA escort for assistance if you would like to speak with on-duty personnel. Also, please pay careful attention to and follow any safety guidelines or protective equipment requirements you receive to prevent injuries.

***TRAIN -- INSTRUCT -- LEAD***



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- f. If you are granted access to take photographs or video in sensitive or secure areas, a PA staff member or security program manager may be required to conduct a security and policy review of your footage as a condition of granting access. The purpose of this review is to prevent classified, sensitive or technical information that could harm the interests of the United States from being divulged.

2. Please contact a PA staff member or call the Public Affairs office at (702) 652-2750 if you have any questions or concerns.

ANDREW E. LYNCH, GS-12, USAF  
Acting Chief, 57th Wing Public Affairs

1<sup>st</sup> Ind, MEDIA VISITOR  
MEMORANDUM FOR 57 WG/PA

By signing below, I \_\_\_\_\_ am acknowledging that I understand the ground rules and agree to abide by them while on Nellis Air Force Base. I acknowledge that there are inherent risks resulting from the use of equipment and participation in events at Nellis Air Force Base, including equipment/facilities owned and operated by and events conducted by the United States Air Force. Any activity on Nellis Air Force Base may include known, unknown or unanticipated risks, inherent and otherwise, may result in property loss, injury, illness or death. I acknowledge that my use of this equipment and/or participation in events is purely voluntary, and with knowledge of the inherent risks involved.

I further certify that I am fully capable of participating in this activity. I expressly acknowledge and assume the inherent risks described above, and all other inherent risks of my presence and participation in events on the installation.

Signature: \_\_\_\_\_

Printed Full Name: \_\_\_\_\_

Media Agency: \_\_\_\_\_

Date: \_\_\_\_\_

***TRAIN -- INSTRUCT -- LEAD***