



Operated for the U.S. Department of Energy by  
**Sandia Corporation**

**Darline Polonis**  
Community Involvement

P.O. Box 5800  
Albuquerque, NM 87185-1313

Phone: (505) 284-8340  
Fax: (505) 284-5210  
Internet: [dpoloni@sandia.gov](mailto:dpoloni@sandia.gov)

## Guidelines for Sandia National Laboratories Tour Groups

We are happy to provide you and your group a tour of the Laboratories. We ask that you observe the following guidelines for your safety and security. We want all of our visitors to have a pleasant experience, which is why we ask you to observe the following:

1. Each individual must be a United States citizen to participate.
2. The use or possession of firearms, weapons, explosives, controlled substances, illegal drugs, cameras, recording devices, **cellular phones and pagers** is prohibited.
3. **Each individual must carry photo identification** (i.e. Driver's license, school photo ID). Sandia visitor badges will be issued to each individual. Badges must be returned to the Sandia Point of Contact (POC) at the end of the tour.
4. Your POC will give the group a safety and security briefing before the tour begins. The group must comply with all Sandia policies before the tour is allowed to continue. Additionally, groups must remain together and under no circumstances may individuals leave the group unless escorted by a qualified cleared Sandian.
5. Comfortable walking shoes are recommended.
6. Please make certain that you advise your Sandia POC of any special needs or requirements.

Please sign and date here to acknowledge that you understand these requirements. Please bring with you on the day of your tour.

\_\_\_\_\_ Date \_\_\_\_\_  
(Signature)

Thank you and we hope to make your visit with Sandia National Laboratories an enjoyable and informative one.