



## Privacy Act Request Form

**Items marked with an asterisk ( \* ) are required for this to be a complete Privacy Act Request. Please write legibly so that we may understand your request.**

\*Name: \_\_\_\_\_  
○ Mr.  
○ Ms.

\*Your street address: \_\_\_\_\_  
\*Your City, State, and Zip Code: \_\_\_\_\_  
\*Today's Date: \_\_\_\_\_

**National Geospatial- Intelligence Agency  
Attn: Privacy Act Requester Service Center  
7500 GEOINT Drive, MS S01-EGM  
Springfield, VA 22150-7500**

Dear Privacy Act Program Manager:

This is a request under the Privacy Information Act:

**\*I request that a copy of the following documents (or documents containing the following information) be provided to me.** *Identify the documents or information as specifically as possible. If applicable, a request for an investigation should include the investigation type, approx. dates, your involvement in investigation, and the subject of investigation. If your description requires additional space, please attach a separate page to complete this request.*

**\*Please indicate if you are a current NGA employee or have been employed by this agency in the past. Yes \_\_\_\_\_ No \_\_\_\_\_**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ **\*Please be advised that fees will be charged for duplication. Maximum amount you are willing to pay for duplication of records responsive to your request, \_\_\_\_\_.**

**Providing your birthdate, SSN and proof of identification is voluntary; however, without them, we may not be able to locate the records you are requesting.**

**Social Security Number:** \_\_\_\_\_

**Phone:**

**Email Address:** \_\_\_\_\_

**Date of Birth:**

**DAY    MONTH    YEAR**

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*\*I declare under penalty of perjury under the laws of the United States of America that the foregoing is true and correct, and that I am the person named below. I understand that any falsification of this statement is punishable under the provisions of 18 U.S.C. Section 1001 by a fine of not more than \$10,000 or by imprisonment of not more than five years or both, and that requesting or obtaining any record(s) under false pretenses is punishable under the provisions of 5 U.S.C. 552a(i) (3) by a fine of not more than \$5,000.*

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**\*TYPED/PRINTED FULL NAME**

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**\*SIGNATURE**

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**\* DATE**