



**375th Air Mobility Wing Public Affairs  
901 South Drive, Building 700 West  
Scott Air Force Base, Illinois 62225  
Phone - (618) 256-4241  
E-mail: 375amw.pa.org@us.af.mil**

Thank you for your interest in visiting Scott Air Force Base. Tours of the base are provided to educate the public about the base's missions and its role in global military operations.

*\*\*Please note, tours may be cancelled at any time due to increased security measures or to meet military mission requirements. Confirmations will be provided three to two weeks prior to the tour date.\*\**

### **General Tour Information**

To extend our ability to outreach and to provide greater predictability for planning purposes, tours are now consolidated into large-group tours for JROTC/high school and ROTC/college age groups.

### **Planning Factors**

**Transportation:** Organizations must provide their own transportation. Tours are limited to one bus. Due to current security measures, requests to use multiple vehicles cannot be accommodated.

**Meals:** Requests for lunch arrangements must be coordinated by the requester. Options include the Scott Event Center [Scott Club], Cardinal Creek Golf Course, the Bowling Center, the Nightingale Inn Dining Facility, and the Exchange Food Court. For more information about on-base restaurants go to: [www.375fss.com](http://www.375fss.com).

**Age:** To maximize our ability to outreach, educate, and inform, tours are targeted to civic groups and civic leaders with wide-spheres of public influence, to future servicemembers (ROTC cadets), and to potential military recruits (JROTC cadets and high school students). As such, tours are offered to adults and children aged 14 or older.

**Mobility:** Modified tours may be granted to those with limited mobility. However, mobility limitations must be stated on the request. If not stated, it is assumed that mobility is not an issue.

### **Community Organizations-Windshield Tours**

*\*\*Please note, tours may be cancelled at any time due to increased security measures or to meet mission requirements. Confirmations will be provided three to two weeks prior to the tour date.\*\**

Windshield tours of the base for community organizations [example - rotary clubs] may be provided upon request as mission and manning requirements allow. Windshield tours are approximately 45 minutes to 1 hour in duration and highlight the missions of Scott AFB and offer a view of the base.

As noted above, organizations must provide their own transportation limited to the passenger capability of one commercial bus. Group size is limited to a minimum of 25

and a maximum of 45 participants or the passenger capability of one bus. Requests to provide windshield tours using multiple vehicles cannot be accommodated.

Requests for windshield tours for single individuals and small groups of less than 25 cannot be accommodated. Due to security measures, drop-in and late notice requests also cannot be accommodated.

Windshield tours for Saturdays and Sundays are not available. We do not offer tours on the weekend.

Requests for windshield tours may be made using the form below. Requests must be submitted no later than three weeks prior to requested tour date.

**Scott Air Force Base  
Tour Request Form**

- 1. Organization:
- 2. Desired Tour Date: Alternate Desired Tour Date:
- 3. Name of Requester:
- 4. Requester's Phone Number:
- 5. Requester's E-mail Address:
- 6. Requester's Mailing Address:
- 7. Anticipated Arrival Time: Anticipated Departure Time:
- 8. Total Number in Group: Age Range of Group Members:
- 9. Mobility Limitations (if any):

10. Purpose for Visit:

11. Anything Specific the Group Would Like to See:

12. Mode of Transportation Being Used:

**13. List of Visitors, Mandatory Requirement**

Per base security regulations, all visitors must be pre-identified and undergo a background check. A list of all tour participants to include bus driver and escorts must be provided to the 375th Public Affairs office no later than two weeks prior to the confirmed tour date. Tours may be cancelled if a list is not provided. List must include:  
-Individual's full name (first, middle initial, and last name)  
-Date of birth  
-Driver's license number and state of issue (Example: IL S123-123-1234)  
-For minors without driver's license, please provide full name and date of birth. Please label individuals as minors as applicable.

**COMMENTS:**

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Having filled out the following form, I understand requests for tours do not equate to a guarantee of support. Further, I understand scheduled tours may be canceled or postponed with little to no notice due to heightened security measures or mission requirements.

I am responsible for transportation in keeping with the one commercial-size bus limit and for arranging all meals during my tour. I will provide a list of visitors two weeks prior to the confirmed tour date.

**Signature of Requester:**  
**Date of Request:**