



CONTRACTOR POLICIES

1. Our Museum is located on Federal property therefore it is a NO SMOKING facility.
2. All contractors/services providers must submit in their information for base access (14) fourteen business days prior to event/project or have a contractor/DIBIDS card. (This policy can be changed by the Navy at any time with or without notice)
3. All contractors/service providers must go to Pass and ID with all required documents to obtain their temporary pass prior to entering the main gate.
4. All contractors/service providers using a commercial vehicle (larger than a 7 passenger van) must have the vehicle screened prior to arrival at the Ford Island entrance. Screening is located at the Joint Base Pearl Harbor Hickam Halawa Gate. Hours are M-F 4am – 12:00pm. After Hours screening is done at Kuntz Gate (Hickam) 12:00 – 5:00pm and on weekends from 5am – 5pm.
5. Under no circumstance is contractors/service providers permitted to ride the shuttle bus. Anyone caught attempting to use the shuttle bus will be banned from Ford Island.
6. Only authorized general contractors, service providers and their employees are permitted to operate and conduct business within the Museum. All guests, families and/or affiliates are not permitted on property without prior approval.
7. Obey all signs and traffic markings on the Museum and while on Ford Island. No 24-hour parking is permitted unless special arrangements have been made in advance and is approved.
8. Loading into Hangar 37 is done only through the delivery door located on the Ewa side of the building. No freight/deliveries will be allowed through the main lobby.
9. Any moving vehicles (IE: bicycles, golf carts, etc.) must be approved by the Museum prior to their being used on Museum Property.
10. No electric carts or other vehicles are permitted inside of Hangar 37. No carts are permitted inside of Hangar 79 during show /event hours.
11. Violations of these policies will be documented and reported to Museum Management for action.

I, _____, have read and agree to the above conditions.
(Print Name)

Company Name

Company Representative's Signature

Printed Name/Title

Date