State Human Resources Office

Arizona Department of Emergency & Military Affairs

Print Form

Reset Form

Authorization Form for CAC Issuance

We must obtain the following information in order for you to receive a Common Access Card. This is in accordance with Department of Defense regulations and this information will be shared with that agency. The Common Access Card allows you access to the National Guard Network. If you do not want access to this network, please notify the State Human Resources Office in writing advising them to remove your name from the issuance of a CAC.

Last Name | Full First Name | Full Middle Name

Social Security Number | Gender | Birth Date | Country: United States | Transaction Code: G = Gain

State Hire Date | E-Mail Address

National Agency Check Code ◯ Yes ◯ No

(If no, one will need to be completed to receive a CAC)

Date National Agency Check Completed

Nat'l Guard Employee Type: 1 = Civilian | Nat'l Guard Service Branch | Assignment Begin Date

Nat'l Guard Duty Assignment Address | Assignment City | Assignment State | Assignment Zip

By signing below I hereby acknowledge that this form will be maintained in the State Human Resources Office in confidentiality. I also acknowledge that upon my termination from State service I will immediately return my CAC to the State Human Resources Offices' designee as part of my exit clearance.

Print Full Name | Signature | Phone Number | Date

Print Supervisors Full Name | Signature | Phone Number | Date

Print Human Resources Full Name | Signature | Phone Number | Date