

LMSecurity Operations Center 100 Global Innovation Circle, MP 801 Orlando, FL 32825-5003 (407) 306-7311

CITIZENSHIP VERIFICATION RIMINSTRUCTIONS

Section 1: Employee Information

- x Print your complete name: last, first, and middle initial
- x Provide your signature
- x Print your employee ID or Ticket/#

Section 2: Verification

- x For verification, take one of the original document items listed withis section to:
 - o Your local security offfice
 - o Your manager
 - o A notary public
- x The verifier must check the original document they have viewed

Section 3: Certification

- x In order to certify they have viewed the original document checked in Section 2, the certifying official must:
 - o Print and sign their name
 - o Date the form
 - o Note: Specific states will not allow the notary to sign without the subject's signature. If this is the case, please use the last page of this document

Submitting the Form:

- x Fax without a cover sheet to LMSecurity at (720) 479-2750 (Not Acceptable for Fingerprints)
- x Email a digital copy of the requested documents to: faxserver.lmsecurity@lmco.com (Not acceptable for fingerprints)
- x Mail the requested documentation overnight to:

Lockheed Martin Corporation

Attn: LMSecurity

100 Global Innovation Orde, MP801

Orlando, FL32825

Please do not send copies or the original of any documents listed in Section 2 to LMSecurity.

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CITIZENSHIP VERIFICATION FORM

Please read the	instructions carefully before completing th	is form.	
SECTION 1: Er	mployee Information		
Last Name (Please print)	First Name		M.I.
(Employee Sign	ature)		
Employee ID or	Ticket #:		_
SECTION 2: Ve MUST be viewed.	erification be completed by the Certifying Of	ficial. An original	document
Select One:	Original Birth Certificate or Certified Copy of Birth Certificate	ficate	
	Passport – Current or Expired		
	Certificate of Citizenship issued by the Immigration & N	aturalization Service	(INS)
	Report of Birth Abroad of a US Citizen of the U.S. (form	n FS240)	
	Record of Military Processing (DD1966)		
	Hospital Certificate of Birth containing raised seal of rec	gistrar's office	
	Certificate of Naturalization		
	US Passport card issued by the US Department of Stat Canada, Mexico, and countries of the Caribbean and B of-entry, current or expired		

LOCKHEED MARTIN

CERTIFICATE OF ACKNOWLEDGMENT OF NOTARY PUBLI

State of	
County of	
personally appeared and prowhose name(s) is/are subscible/she/they executed the shis/her/their signature(s) or the person(s) acted, executed	PERJURY under the laws of the State of
	WITNESS my hand and official seal.
	Notary Public for the State of
	My commission expires

[NOTARY SEAL

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