From: Administrative Officer, Training Squadron FOUR

To: New Warbuck Member

Subj: PERSONAL DATA

Welcome to VT-4. Please complete this form and return it to VT-4 via email to randall.vines@navy.mil. The information allows us to expedite your check-in process, order your nametags, and assist your sponsor and the squadron in communicating with you.

**Note**: **Please return this form to the VT-4 Admin Office 60 days prior to your earliest report date.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| NAME(LAST, FIRST MIDDLE)      | SUFFIX      | RANK      | CALL SIGN      | DTS POC CURRENT CMD      |
| SECURITY MGR CURRENT CMD      | GENDER[ ] M [ ] F | RACE       | ETHNIC GROUP      | SPONSOR      |
| PRD      |  LINEAL NUMBER (USN ONLY)      | DATE OF RANK      | YEAR GROUP     | DESIGNATOR/MOS      |
| HOMETOWN      | BIRTH STATE      | BIRTH COUNTRY      | REPORT DATE      | ESTIMATED ARRIVAL TO AREA      |
| CHECK ALL THAT APPLY[ ] T-6 [ ] T-39 [ ] PILOT [ ] NFO [ ] USN [ ] USMC [ ] ACTIVE [ ] RESERVE [ ] FTS |
| DUTY EMAIL      | DUTY PHONE      |  HOME EMAIL      | HOME PHONE      | CELL PH       |
| CELL PHONE PROVIDER      | ARE THERE ANY FAMILY SPECIAL NEEDS? IF SO PLEASE EXPLAIN      |
| SPOUSE’S NAME      | SPOUSE CELL PHONE      | SPOUSE’S EMAIL ( SPOUSES CLUB USE ONLY)      |
| CHILD1.       | DOB      | CHILD2.       | DOB       | CHILD3.       | DOB      |
| CHILD4.       | DOB      | CHILD5.       | DOB      | CHILD6.       | DOB      |
| ANNIVERSARY DATE      | SPOUSE’S OCCUPATION      | EMERGENCY CONTACT      | EMERGENCY PHONE      |
| **BRIEF HISTORY OF CAREER** | DEGREE/MAJOR      | COMMISSION SOURCE       | UNIVERSITY      |
| COMMISSIONING DATE      | COMMUNITY      | SQUADRON      | STATION      |
| CRUISES      | TOTAL FLIGHT HOURS      |
| BILLETS/JOBS HELD      | TRAPS     |
| PROFESSIONAL SCHOOLS ATTENDED[ ] SAFETY [ ] LEGAL [ ] DAPA [ ] CMEO [ ] OTHER (EXPLAIN)       |
| LAST IA OR GSA BILLET      | DATES      | LOCATION      |
| PREVIOUS AIRCRAFT1.       | HOURS      | PREVIOUS AIRCRAFT2.       | HOURS      | PREVIOUS AIRCRAFT3.       | HOURS      |
| PREVIOUS AIRCRAFT4.       | HOURS      | PREVIOUS AIRCRAFT5.       | HOURS      | PREVIOUS AIRCRAFT6.       | HOURS      |
| PERSONAL AWARDS (EXAMPLE NAM APR01-APR02)      |
| HOBBIES AND INTERESTS      |
| **FOREIGN LANGUAGE ABILITY** | SPEAK FLUENTLY      | WRITE      | READ      |
| **SOFT NAME TAG PREFERENCE**WINGS [ ] PILOT [ ] NFO  |
| LINE 1      |
| LINE 2      |

***When filled in, copy to: CO, XO, AO, ADMIN SUP, CO SECRETARY, WIVES CLUB, MESS OFFICER***