

## GEOSPATIAL INFORMATION & SERVICES (GI&S) ACCOUNT DATA

1. ACCOUNT NUMBER (DODAAC/FEDAAC)	2. DATE (MM/DD/YYYY)	3. TYPE OF SUBMISSION a. <input type="checkbox"/> INITIAL    b. <input type="checkbox"/> CHANGE    c. <input type="checkbox"/> CLOSE
4. COMMAND/ ADMIN ADDRESS TAC 1 <i>(Must match TAC 1 Address loaded with DAAS)</i>		5. SHIP TO/ BULK ADDRESS TAC 2 <i>(Must match TAC 2 Address loaded with DAAS)</i>
6. Which address do you want administrative mail and products mailed to? a. <input type="checkbox"/> TAC 1                      b. <input type="checkbox"/> TAC 2		

### SECTION I - GENERAL

7. REQUEST A GI&S ACCOUNT BE ESTABLISHED FOR THE FOLLOWING SERVICE:

REQUISITIONS   
  AUTOMATIC DISTRIBUTION   
  FLIP AUTOMATIC DISTRIBUTION

### 8. UNIT DESCRIPTION DATA

a. Component *(Contractors must complete Block 8c and/ or 8d.)*

Army           
  Air Force           
  Coast Guard           
  Foreign Military Sales           
  DoD Activity  
 Navy           
  Marine Corps           
  Foreign Exchange           
  Other Government Agency           
  OTHER \_\_\_\_\_

b. Unit Identification Code (UIC)	c. Commercial and Government Entity (CAGE) Code (Contractors)	d. Contract Number (if applicable)
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### 9. GI&S OFFICER FOR THIS ORGANIZATION WILL BE:

a. Typed Name, Grade and Title	b. E-Mail Address	c. Signature	
d. Commercial Phone Number	e. DSN Phone Number	f. Commercial FAX Number	DSN FAX Number

### SECTION II - ACCOUNT CLASSIFICATION LEVEL

10. REQUEST THE FOLLOWING CLASSIFICATION LEVEL FOR THIS ACCOUNT:

UNCLASSIFIED           
  SECRET

11. THIS ORGANIZATION HAS ADEQUATE EQUIPMENT AND PROPERLY CLEARED PERSONNEL TO RECEIVE AND SAFEGUARD MATERIAL ACCORDING TO THE CLASSIFICATION REQUESTED FOR THIS ACCOUNT. IF CLASSIFIED SERVICE IS APPROVED, THE SECURITY OFFICER WILL BE:

a. Typed Name, Grade and Title	b. Signature	c. Commercial and DSN Telephone Number
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### SECTION III - CHANGE OF ADDRESS

12a. OLD ADDRESS <i>(Include 9-digit Zip Code)</i>	b. NEW ADDRESS <i>(Include 9-digit Zip Code)</i>
Effective Date (MM/DD/YYYY):	

REMARKS *(All change of address must also be forwarded to Defense Automated Addressing System (DAAS) through your service point):*

### SECTION IV - AUTHENTICATING OFFICIAL (O-5/GS-14 or higher)

13a. Typed Name, Grade and Title of Commander	b. Signature	D. Commercial and DSN Phone Number
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