

**MARINE CORPS UNIVERSITY  
FY 2023 FIRST SERGEANTS/MASTER SERGEANT SEMINAR  
CHECK-IN SHEET**

\_\_\_\_\_  
Check-in date

\_\_\_\_\_  
Check-in time

\_\_\_\_\_  
Check-out date

\_\_\_\_\_  
Check-out time

\_\_\_\_\_  
**Rank**                      **Last Name**                      **First Name**                      **MI**

\_\_\_\_\_  
**EDIPI**                                      **DOR**                                      **MOS**

\_\_\_\_\_  
**Complete Home Mailing Address**                      **Complete Unit Address**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Unit POC (OIC/Sgt Maj)/Phone Number**

**Lodging Information:**

- Liversedge Hall    Room# \_\_\_\_\_
- Crossroads Inn    Room# \_\_\_\_\_
- Other (fill in below)

Hotel Name/Room #/Hotel phone #:

\_\_\_\_\_  
**Please provide a telephone number where you can be reached after hours?**

( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

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SNCOA S-1 USE ONLY

TO BE FILLED OUT UPON CHECK IN

Class Photo (Optional)? YES / NO                      Paid \$10.00?                      YES / NO

Class T-Shirt                                      Paid \$10.00?                      YES / NO

**\*\*\* MUST BE PAID UPON CHECK-IN, CASH ONLY\*\*\***

Signature: \_\_\_\_\_

Date: \_\_\_\_\_