

**A1. Applicant's personal information**

Last name		First name	
Date of birth		Nationality	
Organization/ employer		Title	
Address		Postal code	City, Country
Telephone number	E-mail address		

**A2. Contact information of the applicant's supervisor**

Last name		First name	
Telephone number		E-mail address	

**B1. Access permit**

New	Renewal/ expansion	Change of personal data
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**B2. Access permit information**

Access permit type:	Company card	Access permit is applied for:	Start date		
	Personal		End date		

**B3. Special zones**

The applicant needs access to special zone(s):	Yes	No
Specification of the special zone(s) needed:		
Arguments justifying the need:		

**B4. Identified licenses**

License/ condition	Date/ valid until	License/ condition	Date/ valid until
NDA (persons)		Occupational safety license	
NDA (company)		Security officer license	
Hot work permit		Other:	

**B5. VTT Representative's information**

Representative's name	Department	Date

**B6. Period of validity**

Basic Weekdays 07.45-16.30	Expanded Weekdays 06.00-19.00	Special Permanent 24/7
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**B7. Applicant's status in the host organization**

Employee	External	External actor/ subcontractor	Subtenant
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**B8. Access permit**

Facility	City	Traka	Facility	City	Traka
Hermiankatu 6-8	Tampere		Tehdaskatu 15	Kajaani	
Kaitoväylä 1	Oulu		Tekniikantie 1	Espoo	
Kemistintie 3	Espoo		Tekniikantie 15	Espoo	
Kivimiehentie 3	Espoo		Tekniikantie 4 A	Espoo	
Kivimiehentie 4	Espoo		Tietotie 1 A	Espoo	
Koivurannantie 1	Jyväskylä		Tietotie 2	Espoo	
Microkatu 1	Kuopio		Tietotie 3	Espoo	
Niittyhaankatu 8	Tampere		Tietotie 4A (BI3)	Espoo	
Otakaari 3	Espoo		Tietotie 4C (BI5)	Espoo	
Otakaari 7	Espoo		Tietotie 4E (BI7)	Espoo	
Ruukinmestarintie 2	Espoo		Visiokatu 4	Tampere	
Sinitaival 6	Tampere		Vuorimiehentie 3	Espoo	
Skinnarilankatu 34	Lappeenranta		Vuorimiehentie 5	Espoo	
Sähkömiehentie 4	Espoo				

**B9. Additional information**

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**Return the completed application**  
 via e-mail as an attachment or by mail

VTT Turvallisuus  
 PL1000  
 02044 VTT  
 turvallisuus@vtt.fi

**C1. Reserved for the administration**

Phase	Date	Handler
Sec.Clear. Forwarded		
Sec.Clear. Checked		
Access Permit Ready		
Additional Information		