

# APPLICANT PRE-ARRIVAL FACT SHEET

*(Recruiting Service Personnel/Local MEPS Handout)*

**February  
2019**

**Welcome** to the \_\_\_\_\_ Military Entrance Processing Station (MEPS). Though not a part of the recruiting Service, we play an important role in their mission; that of providing young men and women with the opportunity to serve their country as members of the Armed Forces. Our specific mission is to determine your qualifications in relation to physical, aptitude, and moral standards set down by each branch of military Service. With this understanding in mind, let me take a few moments to explain what you can expect, and what is expected of you during your visit with us.

**1. ITEMS TO BRING.** Please keep the amount of items you bring to a bare minimum. Whether you are coming to the MEPS for the first time, or to ship to basic training, all you should need is one change of clothing and an overnight kit to meet basic hygiene requirements. In addition, you should be aware of the following appearance standards while you are at the MEPS:

- a. Shoes are required; shower shoes and sandals are not allowed.
- b. Clean undergarments are mandatory. You will not be allowed to take a physical without them.
- c. You should wear seasonal attire of suitable appearance. Hats, headbands, sleeveless shirts, net shirts, tank tops, midriff or halter-tops, and clothing with objectionable or obscene words or graphics are prohibited.
- d. Although we have a variety of magazines, you may wish to bring reading material of your own.

**2. ITEMS YOU SHOULD NOT BRING.** The MEPS does not have a locked storage area for personal belongings. MEPS personnel are not responsible for loss or damage to your personal property; therefore, you are highly encouraged not to bring the following items with you to the MEPS:

- a. Large amounts of cash -- the MEPS will provide you with meals, lodging, and transportation; therefore, you do not need to bring a lot of money with you to the MEPS.
- b. Valuable items, such as any type of electronic equipment (i-Phone, Tablets, etc.) jewelry, expensive sunglasses.
- c. Weapons or contraband of any kind (including pocketknives). Individuals entering a Federal Facility are subject to search for contraband. You will not be permitted to enter the MEPS if you have a weapon (even if you have a license or permit to carry the weapon) or any other illegal item with you. Examples of prohibited items include:

Firearms/ammunition	Items with the appearance of weapons (e.g., lighter that looks like a gun/knife)
Flammable items	Knives, including pocket knives
Self-defense weapons	Fireworks
Illicit drugs	Bongs/syringes/roach clips/rolling papers
Bow and arrows	Leatherman/Gerber type tools
Explosive materials	Razor-type blades/utility knives
Disabling chemicals	Box cutters
Martial arts weapons	Mace/pepper Spray
BB guns	Baseball bats
Compressed air guns	Ice axes/ice picks
Bombs	Alcohol
Tasers/Stun guns	

Note: This list is provided as an example and not intended to reflect all prohibited items.

**3. TRANSPORTATION.** Your recruiter may provide you with some transportation options, such as (1) provide you with a bus ticket (2) schedule you to be transported by a commercial shuttle service (3) driven by a recruiter. You may wish to note that the shuttles generally do not depart the MEPS until around \_\_\_\_\_ PM. Therefore, if you complete your processing early, you may have to wait for transportation home.

**4. LODGING FACILITY.** Many of you will spend the night at our lodging facility. The following are a few things you should know about this facility:

a. Name: \_\_\_\_\_

b. Location: \_\_\_\_\_

c. Phone number: \_\_\_\_\_

d. *Two applicants of the same gender are assigned to each room.* You may not have overnight guests of either gender in your room. For security reasons, we suggest that you not allow other individuals, including other applicants, to come in your room.

e. Dinner is served from \_\_\_\_\_ to \_\_\_\_\_. There is no charge for this meal.

f. You will be better able to successfully complete your military processing if you are well rested and alert. Therefore, we suggest that you get a full and good night's sleep.

g. The lodging facility has either a 24-hour security surveillance system or a security guard on duty from \_\_\_\_\_ to \_\_\_\_\_.

h. You will receive a wake-up call at approximately \_\_\_\_\_ AM.

i. Breakfast is served from \_\_\_\_\_ to \_\_\_\_\_; again, there is no charge for this meal.

j. The vehicle taking you to the MEPS will depart the lodging facility at approximately \_\_\_\_\_AM. If you miss the vehicle, it will be your responsibility to find transportation to the MEPS.

**Walk-in applicants:** Upon arrival at the lodging facility, you will inform front desk personnel that you are a walk-in for the MEPS and require overnight lodging. The lodging facility will either confirm or deny your stay; if denied, you must contact your Service representative and then depart the lodging facility.

**NOTE:** Ensure your sponsoring Service's contact number is listed on page 4 prior to arriving at the lodging facility.

k. A photographic identification card is required to check-in to the lodging facility. If no photographic identification card is available, your Service representative is required to be present.

l. Although the room, meals, and transportation are free, you are responsible for paying any additional charges you might incur (TV pay channel, damage to your room, telephone calls, etc.) before you leave the lodging facility.

**NOTE:** Your processing at the MEPS could be delayed if you fail to clear all charges at the lodging facility.

m. While at the lodging facility, you will be treated like any other guest. You are responsible for your behavior at all times and are expected to abide by all state laws and local ordinances. You are also expected to treat all lodging facility employees and guests with respect and courtesy during your stay. If you are disruptive or unruly, the lodging facility manager has the right to evict you from the premises or call local police for assistance. If you damage hotel property, or property belonging to other hotel guests, you may also face civil or criminal penalties. These legal actions may delay or prevent you from entering military Service.

n. You are encouraged to refrain from drinking alcoholic beverages during your stay. As part of your physical examination, you will be administered an Breathalyzer Alcohol Test. If you fail the test, you will not be allowed to process and may be disqualified from military Service. Legal drinking age is 21. It is against the law for individuals under the age of 21 to drink or possess alcohol. Individuals who are of legal drinking age may face penalties for providing alcohol to an individual who is under 21.

o. You should refrain from engaging in any other activity at the lodging facility that might lead to injury, which may disqualify you for military Service. Use common sense and good judgment in using the swimming pool, exercise room, or other amenities provided by the lodging facility.

p. You may contact the front desk if you have any questions or concerns while at the lodging facility.

**5. ARMED SERVICES VOCATIONAL APTITUDE BATTERY (ASVAB).** ASVAB is the most widely used vocational aptitude battery in the country. It consists of a battery of 10 tests. The complete battery contains a total of 334 items and requires 3 hours to complete. It is important that you do as well as you can on this test, as the results will be used not only to

determine your eligibility to join the Service, but also to determine what jobs you are best suited for. The test is given at a variety of locations, and in some cases, it may be given the night or morning before your processing at the MEPS. You should work with your recruiter to find a test location and time that best suits your needs.

**NOTE:** You cannot receive a physical examination at the MEPS until after you have received a qualifying ASVAB score.

**6. PROCESSING AT THE MEPS.** Processing at the MEPS is generally oriented along one of two schedules, depending on whether this is your first visit or if you are returning to ship to basic training.

**7. ADDITIONAL FACTS.**

- a. Smoking is not allowed in the MEPS. A smoking area is located at\_\_\_\_\_.
- b. Headphones may not be worn in the MEPS.
- c. Glasses: Applicants who require corrective lenses should report with glasses rather than contact lenses when possible.

**NOTE:** Colored lenses are not acceptable for the color vision test. If you do bring contact lenses, ensure you bring the case and solution.

d. Telephone numbers:

(1) Army Counselor: \_\_\_\_\_

(2) Navy Counselor: \_\_\_\_\_

(3) Air Force Counselor: \_\_\_\_\_

(4) Marine Corps Liaison: \_\_\_\_\_

(5) National Guard Liaison: \_\_\_\_\_

(6) Coast Guard Liaison: \_\_\_\_\_