# HOW TO REQUEST ACCESS TO CAMP LEJEUNE FOR DODEA EVENTS

**INSTALLATION ACCESS AND REGISTRATION APPLICATION**

In order to improve the process to access the installation and attend an event a web application has been developed to help expedite the process. This web application is called the "Installation Access and Registration Application" or IARA for short, which allows a visitor to request access to the installation. Please visit the following link to "request sponsorship."

https://www1.mcieast.usmc.mil/IARA/

**REQUESTING SPONSORSHIP**

Upcoming events and announcements are listed on the homepage. Follow these steps to request sponsorship:

1. Find the event you wish to attend and click, "request sponsor."
2. Select "Driver" or "Passenger" and complete ALL fields of information following provided examples when applicable.
3. Save and submit request when all information has been inputted.
4. You will receive an email confirming your request and providing an individual request number. Remember this number.

You can return to the application at any time, input your request number, and view the status of your request.

**ACCEPTABLE IDENTIFICATION**

In order to be granted access to the installation you will need to provide a valid state or federal government-issued picture ID.

*Note: Ensure state-issued ID does NOT indicate, "Not for federal use."

**VEHICLE INFORMATION**

1. Drivers must show their vehicle registration and proof of insurance at the Visitors Center prior to being issued their pass.
2. For vehicles registered out of state, drivers must show a declarations page and meet North Carolina minimums of:
   a. $30,000 per person
   b. $60,000 per accident
   c. $25,000 property damage



Exit Highway 24 following signs to Camp Lejeune

Follow signs, exit right toward the Visitors Center