

Employment/Citizenship Verification Letter
[Non-Government Attendees]
(Including Contractors / Universities)

Date: _____

To: **Defense Manufacturing Conference**
Orlando, FL, March 30 - April 2, 2026

Subject: Employment and Citizenship Verification

This letter confirms that _____ is employed by: _____ and is a U.S./Canadian citizen or is a person admitted lawfully for permanent residence into the United States and has approval to use the Organization's DD Form 2345 JCP Certification Number to receive **Unclassified Export Controlled Technical Data and/or any data associated with the United States Munitions List (USML) or the Commerce Control List (CCL).**

In addition, the **employee has been trained on/understands the process on handling and distribution requirements associated with protecting Unclassified Export Controlled Technical Data and/or any data associated with the United States Munitions List (USML) or the Commerce Control List (CCL).**

Data Custodian (print name)

Data Custodian (signature)

Date Signed

Organization Name: _____

Organization CAGE Code: _____

Address: _____

City/State/Zip: _____

Organization JCP Certification Number: _____

Export Control Training Date: _____

Data Custodian Phone Number: _____
(XXX) XXX - XXXX