



**51FSS**

51st Force Support Squadron



## **ATTENTION CUSTOMERS!**

### **New Accountability Sign-in Process**

#### **STEP 1: SHOW ID**

**STEP 2: Download the EvePASS App on your phone through the Google Play or Apple App store or use your smart phone QR Code Reader App to scan the Defender Outdoor Pool QR code located at the Check-in Desk**

**STEP 3: If you download the EvePASS App, complete the one-time registration. Provide full name, phone number and email address. Then select register.**

**STEP 4: Using the EvePASS App QR Code Reader, scan the QR CODE.**

**STEP 5: Select how many people from your household are here to use the facility (needs to be 1 for accountability purposes), then select confirm.**

**\*\*\*Once this step has been successfully completed, you are free to use the facility\*\*\***

**STEP 6: Before leaving the facility, go to the EvePASS APP & click the “I’m Out” or “Check Out” button to log the time you left.**

**\*\*\*If you have the EvePass App, you will only be required to complete Steps 5 & 6 once QR code is scan\*\*\***

**Please let the Staff know if you have any questions or concerns.**