

FAA HEADQUARTERS VISITOR INFORMATION SHEET



FAA
Civil Rights



Welcome!

All visitors must check in with FAA Security Operations. Upon entry, immediately proceed to the Security Checkpoint for clearance. Once you have been cleared for entry, proceed directly to the Security Information Station to sign in. The Visitor Information Station is located in the center of the 1st floor entrance area, next to the Checkpoint. Visitor badges can be obtained from 5:30 a.m. to 6:00 p.m.

Security will verify credentials, provide you with a Visitors Badge, and guidance on your next steps. Your Visitors Badge must be visible at all times, and located above your waist area.

Security will phone your FAA POC and inform them that their guest has arrived. They proceed to the Security Information Station to greet and escort you. It is helpful to contact your POC 10 minutes prior to your arrival so that they will be present when you arrive. That will help the process move along quickly.

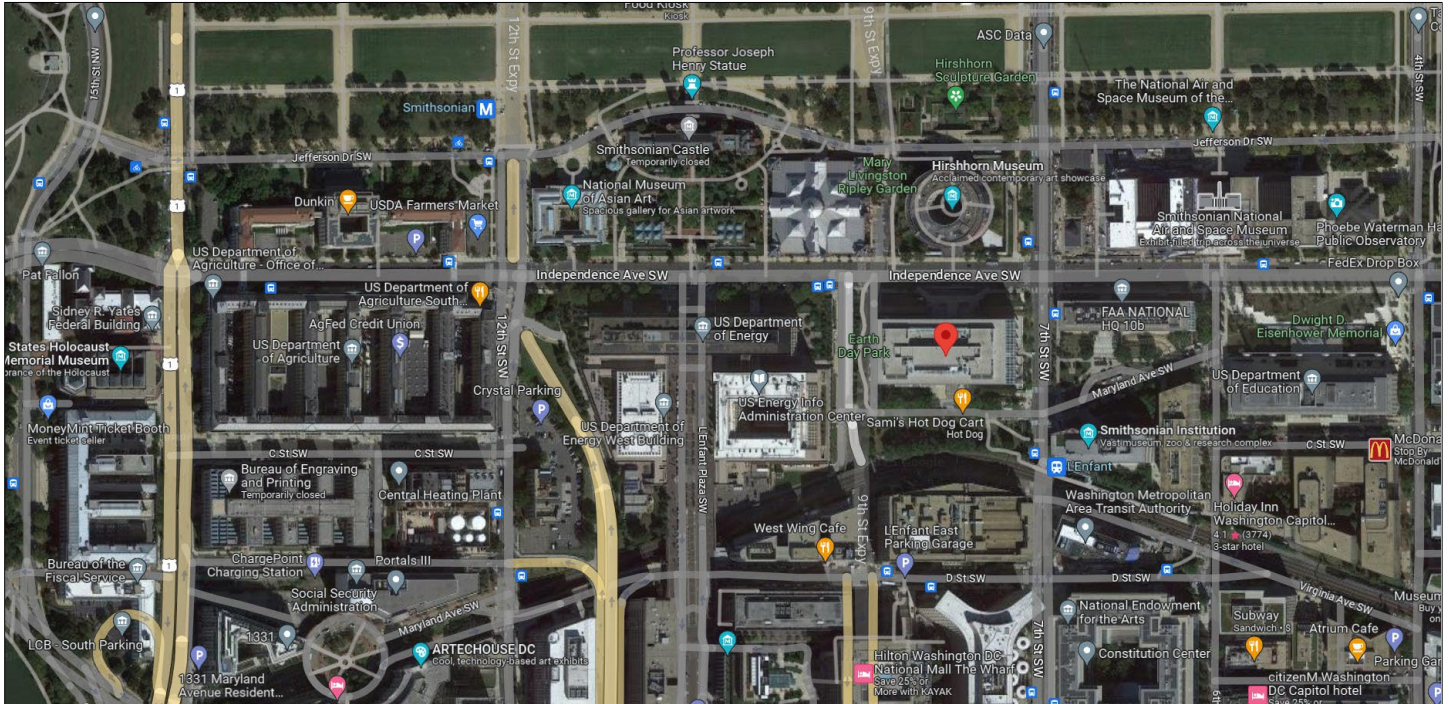
Federal Aviation Administration (FAA)

Orville Wright Federal Building
800 Independence Avenue SW
Washington, DC 20591

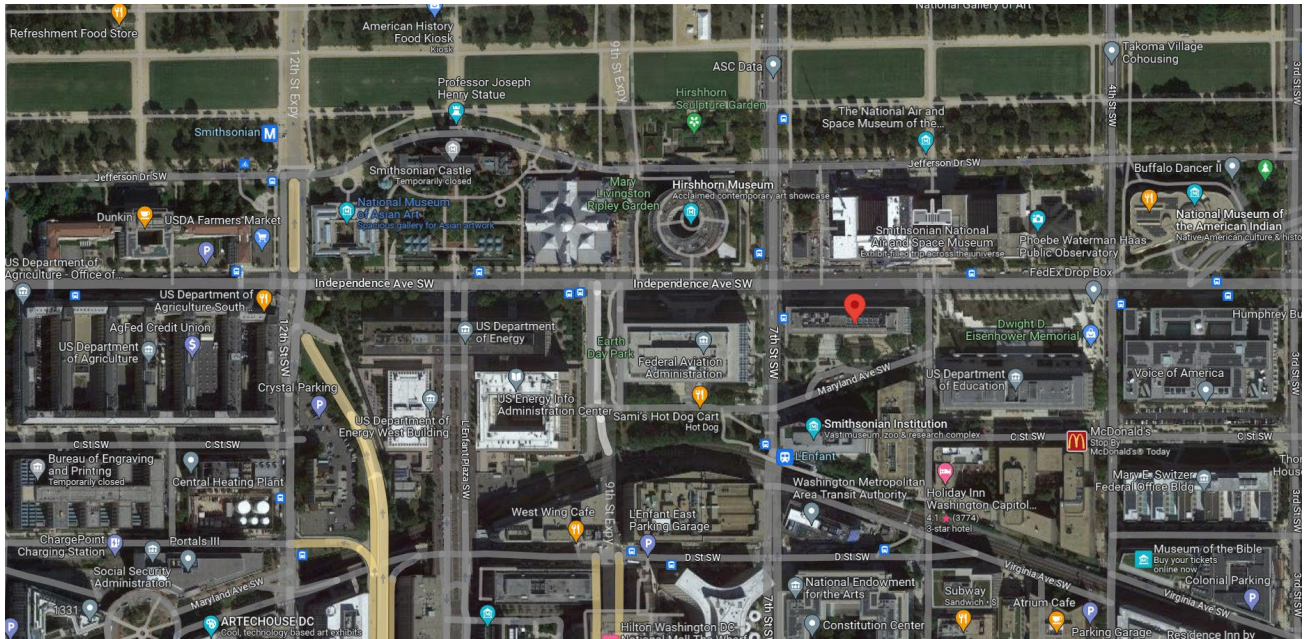
Wilbur Wright Federal Building
600 Independence Avenue SW
Washington, DC 20597

Note: Visitors must be sponsored by an FAA employee or FAA contractor, have a sanctioned reason for the visit, produce current government-issued photo identification that has an expiration date, sign in on a visitor's log, be under continuous escort by personnel possessing valid FAA ID media, and properly display an FAA visitor badge while at the facility.

Federal Aviation Administration (FAA)
Orville Wright Federal Building
Office of Civil Rights, Suite 1030
800 Independence Avenue SW
Washington, DC 20591



Federal Aviation Administration (FAA)
Wilbur Wright Federal Building
Office of Civil Rights, Suite 2E-150
600 Independence Avenue SW
Washington, DC 20597





Hispanic Serving Institutions Summit

800 Independence Avenue SW, Washington, DC 20591-0004

Bessie Coleman Auditorium 2nd floor

March 27-28, 2024, 8 a.m. – 5 p.m.

Hotels Near FAA HQ

Name/ Website	Address	Distance
<u>Capitol Hill Hotel</u>	200 C St SE, Washington, DC 20003	Distance – 1.2 miles. Total commute time: 15 minutes. Transit Directions: Walk to the Capital South Train Station, take the Ashburn-Bound Silver train. Get off in 2 stops at L’Enfant Plaza. Exit station at 7TH ST SW & MARYLAND AVE SW - DOT COURTYARD to destination. Walk 6 minutes to the 800 Independence Avenue FAA Building, Independence Avenue Entrance.
<u>Citizen M Washington DC Capitol Hotel</u>	550 School St SW, Washington, DC 20024	Distance – 0.4 miles. 7-minute walk
<u>Coda on Half, a Placemaker Experience</u>	41 L St SE, Washington, DC 20003	Distance – 1.4 miles. Total commute time: 15-minutes Transit directions: Walk 5 minutes to the Navy Yard-Ballpark Train Station, take the Greenbelt-bound Green Line train. Get off in 2 stops at L’Enfant Plaza. Exit station at 7TH ST SW & MARYLAND AVE SW - DOT COURTYARD to destination. Walk 6 minutes to the 800 Independence Avenue FAA Building, Independence Avenue Entrance.
<u>Courtyard by Marriott Washington Capitol Hill/Navy Yard</u>	140 L Street SE, Washington, DC 20003	Distance – 1.4 miles. Total commute time: 17 minutes Transit directions: Walk 7 minutes to the Navy Yard-Ballpark Train Station, take the Greenbelt-bound Green Line train. Get off in 2 stops at L’Enfant Plaza. Exit station at 7TH ST SW & MARYLAND AVE SW - DOT COURTYARD to destination. Walk 6 minutes to the 800 Independence Avenue FAA Building, Independence Avenue Entrance.
<u>Hampton Inn – Washington Downtown</u>	901 6th Street., NW Washington, DC 20001	Distance – 1.1 miles Total commute time: 11 minutes (bus) or 17 minutes (train)

Name/ Website	Address	Distance
<u>Convention Center</u>		Transit directions: Bus Option: Walk across the street from the hotel to the 901 6 th St NW Buzzard Point-bound 74 bus stop. This is on the corner of 6 th St NW and Massachusetts Ave. Get on the Buzzard Point-bound 74 bus. Get off in 6 stops at 7 th St & Independence Ave & walk 2 minutes to the 800 Independence Avenue FAA Building, Independence Avenue Entrance. Train Option: Walk 8 minutes to Gallery Pl-Chinatown train station, take the Huntington-bound Yellow line or Branch Ave-bound Green line. Get off in 2 stops at L'Enfant Plaza. Exit station at 7TH ST SW & MARYLAND AVE SW - DOT COURTYARD to destination. Walk 6 minutes to the 800 Independence Avenue FAA Building, Independence Avenue Entrance.
<u>Hilton Washington DC National Mall - The Wharf</u>	480 L'Enfant Plaza SW Washington, DC 20024	Distance – 0.5 miles. 11-minute walk
<u>Holiday Inn Washington Capital</u>	550 C Street S.W., Washington, DC 20024	Distance – 0.3 miles. 7-minute walk
<u>Hyatt Place Washington DC/National Mall</u>	400 E Street SW Washington, DC 20024	Distance – 0.5 miles. 11-minute walk
<u>Residence Inn by Marriott Washington, DC National Mall</u>	333 E St SW, Washington, DC 20024	Distance – 0.6 miles. 14-minute walk
<u>Salamander Washington DC</u>	1330 Maryland Ave, SW, Washington, DC 20024	Distance – 0.6 miles. 13-minute walk

Using the DC Metro System

You are strongly encouraged to purchase a physical SmarTrip card to use DC Metro System if you have not yet set up the app 24 hours before using the metro (bus or train). After setting up the Apple or Android app to use the Metro System, it may take 24 hours to be able to use your phone as a form of entry for DC Metro

To plan a trip on the DC Metro bus or train, visit the Washington Metropolitan Area Transit Authority (WMATA) Trip Planner Here:

<https://www.wmata.com/schedules/trip-planner/>

Using your phone to pay for trains/buses in DC

Download the Smartrip App to pay for trains and buses with your phone below:

Apple Link: <https://apps.apple.com/us/app/id1516539463>

Android Link:

https://play.google.com/store/apps/details?id=com.wmata.smartrip&utm_source=wmatacom&utm_campaign=androidlaunch&pcampaignid=pcampaignidMKT-Other-global-all-co-prtnr-py-PartBadge-Mar2515-1&pli=1

Using a physical SmarTrip card to pay for trains/buses in DC

You may also purchase a physical **SmarTrip** card to expedite your trips. A **SmarTrip** card can be purchased at any Kiosk available at all D.C. Metro stations. Train fares will vary based on the location you are traveling to/from and travel times.

Please keep in mind you will be asked to tap your SmarTrip card or tap your phone with the app when going into and exiting the train.

From L'Enfant Plaza Train Station:

Exit station at **7TH ST SW & MARYLAND AVE SW - DOT COURTYARD** to destination. Walk 6 minutes to the 800 Independence Avenue FAA Building, Independence Avenue Entrance.

Entering the FAA HQ Building:

Enter on the Independence Avenue entrance. You will not be able to enter on the Maryland Ave Entrance. When you enter, you will be asked to go through a metal detector and put your bag(s) through a scanner. You will then be issued a visitors badge and directed where to go for the summit on the second floor.