



# VITEMA VIRGIN ISLANDS TERRITORIAL EMERGENCY MANAGEMENT AGENCY

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## Curfew Pass Frequently Asked Questions

### What is a curfew and why is it necessary?

A curfew is a regulation, implemented usually by the Governor, that requires people to remain indoors between specific hours, typically at night. It is usually imposed by the Governor in order to protect and preserve life, property, and public safety in the wake of an emergency event, typically a natural disaster or similar widespread emergency.

*Any person who violates an imposed curfew under Title 23, chapter 19, section 1522(3), Virgin Islands Code, shall be fined not more than \$200 or imprisoned not more than three (3) months, or both.*

### What is a Curfew Pass and who issues it?

A Curfew Pass gives the *bearer only* permission to access impacted areas during the hours of an imposed curfew. It solely permits passage for the individual identified on the curfew pass.

A Virgin Islands government-issued Curfew Pass may be one of three (3) documents or identifications: (1) a VITEMA-issued photo identification, (2) a company-, organization-, or government agency-issued photo identification *with* a valid VITEMA-issued sticker affixed, or (3) a VITEMA-issued letter listing the business, organization, or agency and individuals granted access to the impacted area(s).

### Who may apply for a Curfew Pass?

*It is important to remember that Curfew Passes are intended to allow for those essential businesses and persons who are conducting activities in support of public safety, emergency response, and restoration-related services. All other businesses should have emergency contingency plans and be able to conduct usual business during daylight/non-curfew hours.*

*An essential business is any business that provides First Responder services; businesses which provide critical food, gasoline, transportation, security, medical, utilities, communications, airport/seaport, banking, and water services; religious leaders; and any government contractors providing the services listed above, particularly with the Department of Public Works and Waste Management Authority.*

Essential businesses and persons who are conducting activities in support of public safety, emergency response, and restoration-related services such as First Responder services; businesses which provide critical food, gasoline, transportation, security, medical, utilities, communications,

airport/seaport, banking, and water services; religious leaders; and any government contractors providing the services listed above.

Businesses in support of Department of Public Works and Waste Management Authority should apply for curfew passes. However, they must provide proof of support to those agencies (ie. Letter on contracting agency letterhead confirming status as a contracted business).

### **Who is authorized to issue curfew passes and who enforces a curfew?**

VITEMA is authorized to issue curfew passes. The Virgin Islands Police Department enforces curfews issued by the Governor of the U.S. Virgin Islands and is authorized to deny any individual, including those holding valid curfew passes, access to certain areas for safety and security reasons and is also authorized to confiscate curfew passes when necessary.

### **How do I apply for a Curfew Pass?**

The Curfew Pass Application can be found on VITEMA's website ([vitema.vi.gov](http://vitema.vi.gov)) under the Key Documents and Reports link (scroll to bottom left-hand corner in green box) or by clicking [here](#). Under the Special Forms section, you will see the Curfew Pass Application as a downloadable or fillable PDF. Please complete the application and email to VITEMA per the instructions found in the application.

### **How long does it take to receive my Curfew Pass(es)?**

Once a completed Curfew Pass Application is received between January 1 to June 1, Curfew Passes are generally issued within fourteen (14) business days.

*\*Note\* Once VITEMA begins tracking an impending storm, all curfew pass processing will cease.*

### **How long is a VITEMA Curfew Pass valid?**

VITEMA-issued curfew passes are valid for a period of two (2) years from the year of issuance. In other words, if you receive a curfew pass in 2026, it is valid for 2026 and 2027. You will need to reapply in 2028.

### **What should I do if my Curfew Pass is lost?**

If your Curfew Pass is lost, the business owner/employer must submit a letter to VITEMA indicating the name of the person and that the pass was lost accompanied by a new Curfew Pass Application for that person. A replacement pass will be issued in the regular processing time.

### **Where do I obtain a Letter of Good Standing and who needs to provide one?**

Letters of Good Standing are issued only by the Lieutenant Governor's Office. All businesses need to provide a current letter with their application package.

## **CURFEW PASS RECIPIENT RESPONSIBILITIES**

Business owners/employers are responsible for the appropriate use of curfew passes issued by VITEMA. Curfew passes are to be used **ONLY** when a curfew has been imposed and can only be used for work associated with the business to which it was granted. Employers are also required to immediately return to VITEMA any and all passes for employees who resign, retire, or are terminated. Employers found to be issuing credentials to non-employees or non-essential employees will be subject to suspension of curfew pass privileges.

## **VITEMA ISSUED CURFEW PASS DOCUMENTS**

**1. Businesses applying for up to ten (10) or less curfew passes and *WITHOUT company-issued IDs, if approved*, you will be issued VITEMA photo ID curfew passes.**

**2. Businesses applying for eleven (11) to sixty-four (64) curfew passes *WITHOUT company-issued IDs***

If approved, you will be issued a letter on VITEMA's letterhead listing the names of the employees granted passage during an imposed curfew. A copy of this letter must be carried by each person indicated on the letter.

**3. Businesses applying for up to sixty-four (64) curfew passes *WITH company-issued IDs***

If approved, you will be issued stickers. These stickers must be affixed to a readily visible area on the front of the company-issued ID.

**4. All businesses applying for sixty-five (65) or more curfew passes**

If approved, you must provide VITEMA with a listing of all employees requiring curfew passes on your company's letterhead. This list will be maintained at the Emergency Operations Center and utilized to verify passage or access to impacted areas. Please include this list with your Curfew Pass Application.

