





Given the proprietary nature of our business, TTM has instituted security protocols appropriate to our industry. All visitors to our facilities must comply with the following guidelines. We hope that your time spent with us is informative, productive and enjoyable.

## **Hours of Operation & Address**

Monday – Thursday, 7:30am - 5:30pm and Friday, 8 am – 4:30 pm.

#### Farmingdale

815 Broad Hollow Rd. Farmingdale, NY 11735

#### Huntington

770 Park Avenue Huntington, NY 11743

#### **Elizabeth City**

112 Corporate Drive Elizabeth City, NC 27909

## **Visitor Parking**

Marked visitor spaces can be found near the front entrances of all buildings.

## **Visitor Credentials**

All visitors will be required to show valid photo ID (a list of acceptable IDs follow) upon arrival to our facilities, when checking in with the lobby receptionist. If your credentials have expired, you will not be granted access to the building, except in the case of an expired U.S. passport. Please sign-in at the front desk and provide the following credentials:

- U.S. visitors U.S. passport (may be expired), U.S. permanent resident card (informally known as a green card), enhanced driver's license, REAL ID driver's license, photo documentation of asylee or U.S. status birth certificate or U.S. government issued military Common Access Card (without blue bar).
- U.S. employees holding security clearances can have their company send in their security clearances through the government system DISS and this will be used as proof of U.S. status. TTM Technologies visitor control for facilities currently doing business as Telephonics is SMO/DISS 64694\* and/or 78711\*
- Foreign nationals passport or visa

## **Visitor Technology**

- U.S. citizens are permitted to bring smartphones/cell phones in to TTM facilities and will be given a PIC Patch to be placed on all device cameras. This patch may not be removed until the lobby checkout process has been completed. Foreign Nationals are not permitted to bring in their smartphones/cell phones under any circumstance and will be asked to check these devices with the lobby receptionist for safe-keeping until they depart.
- U.S. citizens with a laptop, tablet, smart watch or other wireless device must register the device with the Lobby receptionist upon arrival. Any device with a camera will require a PIC Patch. No Foreign National visitor's laptop, tablet, smart watch or other wireless device will be permitted inside the facilities unless your

# **TTM Visitor Guide**

- No visitor device, belonging to either a U.S. citizen or Foreign National will be permitted to connect to the TTM guest Wi-Fi unless your TTM host has received advance approval from Information Services for use of the network. If no prior approval has been received, visitors will need to be prepared with their own internet connection. Please confirm directly with your host if you are approved for Wi-Fi access during your visit.
- Visitors will be unable to use their USB storage devices on TTM computers. If information needs to be shared during a visit, it must be securely emailed to your host prior to your arrival.

## **Inside Our Facilities**

- Once you have arrived and completed the check-in process, you will be given a TTM visitor badge. Please be sure to display your visitor's badge at all times. Visitor badges must be returned each day to the lobby receptionist.
- Be sure to remain with your TTM's host at all times
- Obey all company policies and procedures posted on building signage
- Park in visitor parking spaces
- If advised by your TTM host, you may need to wear personal protective equipment in sensitive areas, including ESD smocks

## **Visitor Safety**

Ensuring the safety of our visitors is of critical importance and each TTM location has staff members who are trained in First Aid, CPR and Automatic External Defibrillator (AED) administration. Additionally, each building is equipped with AEDs. In the event of an emergency, dial "0" and report the nature of the emergency to the operator. The operator will contact the correct member(s) of the First Aid team as well as the proper authorities.

In the event of a fire or building evacuation, please use the exits closest to you (do not use elevators) to leave the building and meet at TTM's designated Rally Points, which are listed by location below:

• **Farmingdale** North parking lot, along the fence that borders Broad Hollow Rd.

Huntington
770 Park Avenue, Huntington, NY 11743

Elizabeth City

112 Corporate Drive, Elizabeth City, NC 27909

## In Case of Emergency

During hours of operation:

- All emergencies dial "0"
- East Farmingdale Fire Company: 631.249.0047
- Greenlawn Fire Department: 631.261.1616
- Elizabeth City: 252.331.1500

Please note that in the interest of promoting a safe and healthy work environment, we ask all visitors to:

- Refrain from smoking on all TTM properties
- Remember to never use the elevator during an emergency, instead use the stairwells
- Report all safety-related incidents to avoid reoccurrences to your TTM's host immediately
- All visitors have the right to stop working if an unsafe condition exists
- Contact the Environmental, Health and Safety (EH&S) department at ext. 7720 if you see an unsafe situation

## **Driving Directions**

#### Farmingdale

815 Broad Hollow Rd. Farmingdale, NY 11735

#### Long Island MacArthur Airport (East)

Airport is approximately 20 miles from headquarters or 30 minutes driving time (with no traffic).

- Head west on Arrival Ave., continuing on to Seymaur Rd.
- Continue on to Johnson Ave.
- Turn right onto Sunrise Hwy, North Service Rd. NY-27
- Merge onto NY-27 W
- Take exit 41 toward Southern Pkwy/Robert Moses Causeway
- Merge onto Sunrise Hwy, North Service Rd.
- Merge on to Robert Moses Causeway
- Use left two lanes to take exit toward New York
- Merge onto Southern State Pkwy
- Take exit 33 to merge onto NY-109 W/Farmingdale Rd. toward Farmingdale
- Merge onto NY-109 W/Farmingdale Rd.
- Use the right lane to merge onto NY-110 N/Broad Hollow Rd. via the ramp to Huntington
- Headquarters is on your right

#### John F. Kennedy Airport (West)

Airport is approximately 24 miles from headquarters or 45 minutes driving time (with no traffic).

Head southeast on JFK Expressway



770 Offices & Manufacturing Facility

- Take the terminal exit
- Turn left onto S Cargo Rd., which becomes N Boundary Rd.
- Use the left lane to merge onto JFK Expressway
- Use the left lane to merge onto the Belt Pkwy E exit towards Eastern Long Island
- Use the left 2 lanes or exit 25A to merge onto Southern State Pkwy toward Eastern Long Island
- Take exit 32N to merge onto NY-110 N/Broadway toward Huntington
- Headquarters is on your right

#### LaGuardia Airport (West)

Airport is approximately 35 miles from headquarters or 45 minutes driving time (with no traffic).

- Head north toward 102nd St.
- Exit traffic circle onto Ditmars Blvd.
- Turn right onto Grand Central Pkwy E toward Eastern Long Island
- Merge onto Grand Central Pkwy
- Grand Central Pkwy becomes Northern State Pkwy
- Take exit 33 to merge onto Wantagh State Pkwy
- Use left lane, exit W4 E to merge onto Southern State Pkwy toward Eastern Long Island
- Take exit 32N to merge onto NY-110 N/Broadway toward Huntington
- Headquarters is on your right

#### Huntington

770 Park Ave. Huntington, NY 11743

#### Long Island MacArthur Airport (East)

Airport is approximately 21 miles from Huntington locations or 33 minutes driving time (with no traffic).

- Head west on Arrival Ave., continuing onto Seymaur Rd.
- Turn right onto NY-454 W
- Turn right onto Lakeland Ave.



112 Corporate Drive, Elizabeth City, NC 27909

- Turn right onto Smithtown Ave., continuing onto Ronkonkoma Ave.
- Turn left onto Expwy Dr. N/Expwy Drive N/Long Island Expressway North Service Rd.
- Use the left land to merge onto I-495 W to New York
- Take exit 51 toward NY-231/Babylon/Northport, merging onto N Service Rd.
- Turn right onto Deer Park Rd.
- Use left lane to stay on Deer Park Rd.
- Slight left to stay on Deer Park Rd.
- Continue onto Park Ave.
- 770 is the building on the right, after train tracks

#### John F. Kennedy Airport (West)

Airport is approximately 33 miles from Huntington locations or one hour driving time (with no traffic).

- Head southeast on JFK Expressway, take terminal exit to turn left on S Cargo Rd.
- S Cargo Rd. becomes N Boundary Rd.
- Turn left onto Farmers Blvd.
- Continue straight to stay on Farmers Blvd.
- Turn right onto 145th Dr.
- Turn left onto 179th St.
- Turn right onto S Conduit Ave.
- Use left lane to merge onto the Belt Pkwy E ramp to Eastern Long Island
- Use right 2 lanes to exit toward Cross Island Pkwy/Whitestone Br., then keep left
- Continue onto Cross Island Pkwy
- Take exit 30E to merge onto I-495 E
- Take exit 45 for Manetto Hill Rd. toward Plainview/Woodbury
- Keep right at fork, merging onto Manetto Hill Rd.
- Use right two lanes to turn right onto Woodbury Rd.
- Continue onto W Pulaski Rd.

# **TTM Visitor Guide**

- Turn left onto Railroad St.
- Continue onto Broadway
- Turn right onto Park Ave.
- 770 is TTM building on left

#### LaGuardia Airport (West)

Airport is approximately 32 miles from Huntington locations or one hour driving time (with no traffic).

- Head north toward 102nd St.
- Exit traffic circle onto Ditmars Blvd.
- Turn right onto Grand Central Pkwy E toward Eastern Long Island
- Merge onto Grand Central Pkwy
- Grand Central Pkwy becomes Northern State Pkwy
- Take exit 40N toward Huntington
- Turn right onto E Pulaski Rd.
- Turn left onto Park Ave.
- 770 is on right, after train tracks

#### **Offices & Manufacturing Facility - Elizabeth City**

112 Corporate Drive Elizabeth City, NC 27909

#### Norfolk International Airport (ORF)

Airport is approximately 46.5 miles from our Elizabeth City, NC facility or 52 minutes driving with minimal traffic

- Start out going west on Norview Ave.
- Turn left to stay on Norview Ave.
- Merge onto I-64 E towards VA Beach/Chesapeake
- Take exit 291 B and Merge onto I-464 S/VA-168 S toward Elizabeth City/US-17S
- Take exit 15B and merge on US-17 S toward Elizabeth City (Electronic toll collection only crossing into NC)
- Take exit 264 and merge onto N Road St/US-17 S/US-158 E toward Elizabeth City
- Turn right into Commerce Dr. If you reach the main street exit you have gone about .8 miles too far
- Take the 1st left on Corporate Drive. If you reach Executive Drive you have gone about .1 miles too far
- 112 Corporate Drive is on the right



### Hotel Accommodations Farmingdale & Huntington, NY

**Courtyard by Marriott Republic Airport** 2 Marriott Plaza Farmingdale, NY 11735 631.847.0010

#### Hilton Long Island/Huntington

598 Broad Hollow Rd. Melville, NY 11747 631.845.1000

#### Melville Marriott Long Island

1350 Walt Whitman Rd. Melville, NY 11747 631.423.1600

#### Four Points by Sheraton Melville Long Island 333 South Service Rd. Plainview, NY 11803 516.694.6500

#### **Elizabeth City, NC**

Fairfield Inn & Suites 1640 City Center Blvd. Elizabeth City, NC 27909 252.333.1003

Hampton Inn 402 Halstead Blvd. Elizabeth City, NC 27909 252.333.1800

## Visit www.ttm.com for more information.

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