

# AIRPORT ID BADGE APPLICATION

**THIS PAGE MUST BE COMPLETED BY DESIGNATED AUTHORIZED AGENT**

**Sponsor** (Employer or agency): \_\_\_\_\_ **Employee name:** \_\_\_\_\_

Applicant Employed By	Purpose/Access	Description	Check Box for Badge Requested	Check if Escort Privileges Required
Tenant Contractor Federal Gov't	Green – Access to Air operations Area (AOA), Public, Sterile and Secured areas. <b>DRIVING PRIVILEGES in AOA MOVEMENT AREAS</b>	Authorizes the employee to work in Sterile area and <b>drive</b> within the AOA movement areas including the runways, taxiways, terminal ramps, hangar, and industrial areas.		
Tenant Contractor Federal Gov't Industrial LEO	Red – Access to AOA, Public, Sterile and Secured areas. <b>DRIVING PRIVILEGES in the NON-MOVEMENT AREAS</b>	Authorizes the employee to work in Sterile areas and drive within <b>the terminal ramp/non-movement areas ONLY.</b>		
Tenant Contractor Federal Gov't	Gold – Access to AOA, Public, Secured areas. <b>NO DRIVING PRIVILEGES</b>	Authorizes the employee to work in Sterile areas but bearer has no driving privileges.		
Airport Related Employee Vendor	Blue – Access to AOA, and Public areas. <b>DRIVING PRIVILEGES in NON-MOVEMENT AREA ONLY</b>	Authorizes the employee to <b>work / drive</b> only on the airport industrial ramp area as required by the bearer's duties. This badge <b>does not authorize</b> access on runways, taxiways or main terminal ramps.		
Airport Related Employee Vendor	White – Access to Public areas. <b>NO DRIVING PRIVILEGES</b>	Authorizes the employee access <b>only to public areas of the airport.</b>		<b>N/A</b>
Federal Gov't or LEO	Please check two boxes. Under the description section, please initial and date for an applicant who is a federal or LEO sponsored employee. Also select the appropriate badge type	I certify that the <b>federal government/LEO</b> individual listed on this application, as a condition of employment, has been subjected to an employment investigation, which includes a criminal history records check (CHRC). Full provisions of Federal Aviation Regulation 49CFR1500 (as applicable) concerning criminal history checks have been met for this badge applicant. <b>Please initial:</b> _____ <b>Date:</b> ___/___/___		

**REASON FOR REQUEST**

- New Badge   
  Badge Renewal Only   
  Name Change Only (supporting docs provided)   
  Damaged Card Replacement   
  Other   
  Lost Badge   
  1<sup>st</sup>   
  2<sup>nd</sup>   
  3<sup>rd</sup> (and approval of Director of Operations)   
  Other
- Key   
  Prox Card   
  Name Change Only (supporting docs provided)   
  Damaged Key Replacement   
  Lost Key/Prox   
  1<sup>st</sup>   
  2<sup>nd</sup>   
  3<sup>rd</sup> (and approval of Director of Operations)   
  Other

**SECTION 1 | Authorizing Agent**

This section **MUST** be filled out by an authorized signer from the sponsoring company Type or print legibly in ink or application will be rejected.

By my signature I certify: that I am an authorized representative of the above named employer and as such may execute (sign) this application; that the foregoing information is true, accurate and all information is verified; that the above named employer has authorized a fingerprint submission or has provided the Tupelo Airport Authority written verification of proof that the employer has subjected the employee to a Criminal History Records Check (CHRC); has authorized that Airport Operator to collect information to conduct a Security Threat Assessment (STA) and is responsible for all application fees and charges; and that the employee's airport-issued identification media will be returned upon request, termination, or when access is no longer required; that the above named employee is required to have access to secured areas of the airport. The information I have provided is true, complete, and correct to the best of my knowledge and belief and is provided in good faith. I understand that a knowing and willful false statement can be punished by fine or imprisonment or both.

AUTHORIZING AGENT NAME (print):					
AUTHORIZING AGENT SIGNATURE:					
PHONE NUMBER:		DATE: Valid for 30 days after signed and dated		Signatures Checked By	

**SECTION 2 | APPLICANT INFORMATION**

Present this application along with two (2) forms of identification (originals and a copy). One (1) **MUST** be a valid, government issued photo ID. Type or print legibly. Complete sections 1, 3 and 4. Incomplete forms will be returned to company. Do not leave blank lines; use N/A if not applicable.

Last Name		First Name		Middle Name	
<b>Other Names Used (Include Maiden, Nickname, Aliases)</b>					
Last Name		First Name		Middle Name	
Driver's License Number			State	Date of Birth / /	
Home Phone Number ( )	Employer Phone Number ( )		Passport Number		Passport Country
<b>Home Address</b>					
Street		City	State	Zip	
<b>Place of Birth</b>					
City		State	Country		
<b>IF YOU ARE A U.S. CITIZEN NOT BORN IN THE U.S. (Check All That Apply – Enter NA if Not Applicable)</b>			<b>IF YOU ARE NOT A U.S. CITIZEN (Check All That Apply – Enter NA if Not Applicable)</b>		
<input type="checkbox"/> US Passport	No.		<b>If you have a Non-Immigrant Visa, you must also provide the 1-94 Information</b>		
<input type="checkbox"/> Certification of Naturalization (N-550)	No.		<input type="checkbox"/> Non-Immigrant Visa	No.	
<input type="checkbox"/> Birth Abroad Certificate (Form DS 1350 or FS545)	No.		<input type="checkbox"/> I-94 Form	No.	
<input type="checkbox"/> Certificate of Citizenship (N-560)	No.		<input type="checkbox"/> Other	No. / Type	
Alien Registration No. (Applies to both categories above)					

**SECTION 3 | PRIVACY ACT NOTICE**


Authority: 49 U.S. C. §§114, **44936** authorizes collection of this information.

**Purpose:** The Department of Homeland Security (DHS) will use the biographical information to conduct a security threat assessment and will forward any fingerprint information to the Federal Bureau of Investigation to conduct a criminal history records check of individuals who are applying for, or who hold, an airport-issued identification media or who are applying to become a Trusted Agent of the airport operator. DHS will also transmit the fingerprints for enrollment into the US-VISIT's Automated Biometrics Identification

System (IDENT). If you provide your Social Security Number (SSN), DHS may provide your name and SSN to the Social Security Administration (SSA) to compare that information against SSA's records to ensure the validity of your name and SSN.

**Routine Uses:** This information may be shared with third parties during the course of a security threat assessment, employment investigation, or adjudication of a waiver or appeal request to the extent necessary to obtain information pertinent to the assessment, investigation, or adjudication of your application or in accordance with the routine uses identified in the Transportation Security Threat Assessment System (T-STAS), DHS/TSA 002.

**Disclosure:** Furnishing this information (including your SSN) is voluntary; however, if you do not provide your SSN or any other information requested, DHS may be unable to complete your application for identification media.


Applicant's Initials X \_\_\_\_\_ 

#### SECTION 4 | SOCIAL SECURITY NUMBER RELEASE

I authorize the Social Security Administration to release my Social Security Number and full name to the Transportation Security Administration, Office of Transportation Threat Assessment and Credentialing (TTAC), Attention: Aviation Programs (TSA-19)/Aviation Worker Program, 601 South 12<sup>th</sup> Street, Arlington, VA 22202. I am the individual to whom the information applies and want this information released to verify that my SSN is correct. I know that if I make any representation that I know is false to obtain information from Social Security records, I could be punished by a fine or imprisonment or both.

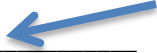
I do not authorize the release of my Social Security Number.

Social Security Number: \_\_\_\_\_

Applicant's Signature X \_\_\_\_\_ 

#### SECTION 5 | ACKNOWLEDGEMENT OF ACCESS PRIVILEGE

Each Air Carrier, Tenant, Vendor or Contractor requiring access to the Restricted Area, Sterile Area, and/or Secured Area of the Tupelo Regional Airport shall become a "Participant" in the Airport Security Program, and remain in good standing in order to retain Airport Security privileges. As a condition of any such grant of access, I agree that any Federal Aviation Administration or Transportation Security Administration fine levied against the Airport as a result of my actions or omissions, as well as anyone for whom I have requested or granted access, to the restricted area of Tupelo Regional Airport will be paid by me or my sponsoring company.

Applicant's Signature X \_\_\_\_\_ 

#### SECTION 6 | DISQUALIFYING CRIMINAL OFFENSES

**Individuals seeking unescorted access authority in the Secure/Sterile Area(s) and/or performing security screening are required to undergo a fingerprint based criminal history records check (CHRC) that does not disclose that he/she has a disqualifying criminal offense. There are 28 disqualifying crimes under Transportation Security Administration (part 1542.209) that will disqualify you from receiving a Lawton Airport ID badge. Those crimes are:** Forgery of certificates, false marking of an aircraft, and other aircraft registration violations, Interference with Air navigation, Improper transportation of a hazardous material, Aircraft piracy, Interference with flight crew members or flight attendants, Commission of certain crimes aboard an aircraft in flight, Carrying a weapon or explosive aboard an aircraft, Conveying false information and threats, Aircraft piracy outside the special aircraft jurisdiction of the United States, Lighting violations involving transporting controlled substances, Unlawful entry into an aircraft or airport area that serves air carriers or foreign air carriers contrary to established security requirements, Destruction of an aircraft or aircraft facility, Murder, Assault with intent to murder, Espionage, Sedition, Kidnapping or hostage taking, Treason, Rape or aggravated sexual abuse, Unlawful possession, use, sale, distribution, or manufacture of an explosive or weapon, Extortion, Armed robbery or felony unarmed robbery, Distribution of, or intent to distribute, a controlled substance, Felony arson, Felony involving a threat, Felony involving: willful destruction of property; importation or manufacture of a controlled substance; burglary; theft; dishonesty; fraud or misrepresentation; possession or distribution of stolen property; aggravated assault; bribery; or illegal possession of a controlled substance punishable by a maximum term of imprisonment of more than one year, Violence at International airports, Conspiracy or attempt to commit any of the aforementioned criminal acts listed above

By my signature I certify that: I do not have a disqualifying criminal offense and I do consent to a fingerprint criminal history records check (CHRC); in accordance with 49 CFR 1542.209 I understand my obligation to disclose to the airport operator within 24 hours if convicted of any disqualifying criminal offense that occurs while having unescorted access authority; the information I have provided on this application is true, complete, and correct to the best of my knowledge and belief and is provided in good faith; I understand a knowing and willful false statement on this application can be punished by fine or imprisonment or both (see section 1001 of Title 18 United States Code).

Printed Name:	Last Name	First Name	Middle Name
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Date: \_\_\_\_\_

Applicant's Signature X \_\_\_\_\_ 

**SECTION 7 | AIRPORT ADMINISTRATION USE ONLY (Do Not Write Below This Line)**

Key Number	Badge Number	Card Number	PIN	Expiration Date
Lost/Voided Card Number		Fee Paid: Amount · Check · Cash · Credit Card		Recurrent Training Date
Badge Type: <input type="checkbox"/> Operations <input type="checkbox"/> Contractor <input type="checkbox"/> General Aviation <input type="checkbox"/> Support <input type="checkbox"/> Tenant <input type="checkbox"/> Secure Area <input type="checkbox"/> Secure Escort <input type="checkbox"/> Movement Area <input type="checkbox"/> Movement Escort <input type="checkbox"/> Non-Movement Area <input type="checkbox"/> Other Designations _____ <input type="checkbox"/> CHRC <input type="checkbox"/> AOA (DL Verified By: _____)				
<b>Additional Card Clearance Codes</b> (Must Check Logical Device on Lost or Replaced Card to Complete)				
Comments:				
Date Issued Lost Card No. <input type="checkbox"/> Returned	Entered By / Issued By	Data Verified By / Date	Date Refund Amount	Due \$ _____

**IDENTIFICATION BADGE RECEIVED BY (To be completed upon receipt of badge)**

Applicant's Signature X \_\_\_\_\_ Date \_\_\_\_\_

List A	OR	List B	AND	List C
<p><b>Documents that Establish Both Identity and Employment Eligibility</b></p> <ol style="list-style-type: none"> <li>U.S. Passport (unexpired or expired)</li> <li>Certificate of U.S. Citizenship (USCIS Form N-560 or N-561)</li> <li>Certificate of Naturalization (USCIS Form N-550 or N-570)</li> <li>Unexpired foreign passport, with I-551 stamp or attached Form I-94 indicating unexpired employment authorization</li> <li>Permanent Resident Card or Alien Registration Receipt Card with photograph (USCIS Form I-151 or I-551)</li> <li>Unexpired Temporary Resident Card (USCIS Form I-688)</li> <li>Unexpired Employment Authorization Card (USCIS Form I-688A)</li> <li>Unexplained Reentry Permit (USCIS for I-327)</li> <li>Unexpired Refugee Travel Documents (USCIS Form I-571)</li> <li>Unexpired Employment Authorization Document issued by USCIS that contains a photograph (USCIS For I-688B) or USCIS Form I-766</li> </ol>		<p><b>Documents that Establish Identity</b></p> <ol style="list-style-type: none"> <li>Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address</li> <li>ID card issued by Federal, State, or local government agency or entity provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address.</li> <li>School ID card with a photograph</li> <li>Voter's registration card</li> <li>U.S. Military card or draft record</li> <li>U. S. Military dependent's ID card</li> <li>U.S. Coast Guard Merchant</li> <li>Mariner Card</li> <li>Native American tribal document</li> <li>Driver's license issued by a Canadian government Authority</li> <li><b>For persons under the age of 18 who are unable to present a document listed above</b></li> <li>School record or report card</li> <li>Clinic, doctor, or hospital record</li> <li>Day-care or nursery school record</li> </ol>		<p><b>Documents that Establish Employment Eligibility</b></p> <ol style="list-style-type: none"> <li>Social Security card issued by the Social Security Administration (other than a card stating it is not valid for employment)</li> <li>Certification of Birth Abroad Issued by the Department of State (Form FS-545 or Form DS-1350)</li> <li>Original or certified copy of a birth certificate issued by a State, County, Municipal authority, or outlying possession of the United States bearing an official seal <i>(Birth Cards are not an acceptable form)</i></li> <li>Native American tribal document</li> <li>U.S. Citizen ID Card (USCIS Form I-197)</li> <li>ID Card for use of Resident Citizen in the United States (USCIS Form I-179)</li> <li>Unexpired employment authorization document issued by USCIS (other than those listed under List A)</li> </ol>