Airport Security Access Badge Application

The Privacy Act of 1974 5 U.S.C. § 552a(e)(3)

Privacy Act Notice

Authority: 6 U.S.C. § 1140, 46 U.S.C. § 70105; 49 U.S.C. §§ 106, 114, 5103a, 40103(b)(3), 40113, 44903, 44935-44936, 44939, and 46105; the Implementing Recommendations of the 9/11 Commission Act of 2007, § 1520 (121 Stat. 444, Public Law 110-52, August 3, 2007); and Executive Order 9397, as amended.

Purpose: The Department of Homeland Security will use the biographic information to conduct a security threat assessment. Your fingerprints and associated information will be provided to the Federal Bureau of Investigation (FBI) for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems including civil, criminal, and latent fingerprint repositories. The FBI may retain your fingerprints and associated information in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI. DHS will also transmit your fingerprints for enrollment into US-VISIT 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 records to ensure the validity of the information.

Routine Uses: In addition to those disclosures generally permitted under 5 U.S.C. 522a(b) of the Privacy Act, all or a portion of the records or information contained in this system may be disclosed outside DHS as a routine use pursuant to 5 U.S.C. 522a(b)(3) including 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 Administration system of records notice (SORN) DHS/TSA 002, Transportation Security Threat Assessment System. For as long as your fingerprints and associated information are retained in NGI, your information may be disclosed pursuant to your consent or without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses.

Disclosure: Pursuant to 1934(c) of the FAA Reauthorization Act of 2018, TSA is required to collect your SSN on applications for Secure Identification Display Area (SIDA) credentials. For SIDA applications, failure to provide this information may result in denial of a credential. For other aviation credentials, although furnishing your SSN is voluntary, if you do not provide the information requested, DHS may be unable to complete your security threat assessment.

SENSITIVE SECURITY INFORMATION

WARNING: THIS RECORD CONTAINS SENSITIVE SECURITY INFORMATION THAT IS CONTROLLED UNDER 49 C.F.R, PARTS 15 AND 1520. NO PART OF THIS RECORD MAY BE DISCLOSED TO PERSONS WITHOUT A "NEED TO KNOW," AS DEFINED IN 49 C.F.R, PARTS 15 AND 1520, EXCEPT WITH THE WRITTEN PERMISSION OF THE ADMINISTRATIOR OF THE TRANSPORTATION SECURITY ADMINISTRATION OR THE SECRETARY OF TRANSPORTATION. UNAUTHORIZED RELEASE MAY RESULT IN CIVIL PENALTIES OR OTHER ACTION. FOR U.S. GOVERNMENT AGENCIES, PUBLIC DISCLOSURE GOVERNED BY 5 U.S.C. 552 AND 49 C.F.R. PARTS 15 AND 1520.

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Airport Security Access Badge Application

- The Department of Homeland Security (DHS) through the Transportation Security Administration (TSA)
 has directed the airport to conduct a Security Threat Assessment on all individuals requesting an airport
 security access identification badge.
- Individuals seeking unescorted security access to the airport Secured Area/SIDA will also be required to undergo a criminal history record check (CHRC) to include fingerprinting which will be submitted to the TSA Office and FBI in Washington D.C.
- All individuals requesting a security access identification card must complete the access badge application form attached.
- All individuals must provide the information requested on the form and must print in blue/black ink.
 Forms not completed with the proper information or information which cannot be read can result in the application being denied by Airport Security Coordinator. We must have the information to answer further questioning by TSA without having to contact the applicant.
- Applications requiring more information can be delayed and will NOT BE ISSUED in a timely manner.
- Individuals who are US Citizens and were born overseas must bring proper identification issued by the
 US Government to the Airport Security Coordinators Office for review. We are required to see and obtain
 information from the forms.
- Individuals who are NOT US Citizens must also bring the proper documentation which authorizes your
 presence in the US and gives you authority to work in the US.
- Individuals refusing to provide the required information cannot be escorted or allowed within the Air Operation Area or the Secured Area/SIDA of the airport.
- Individuals not cleared by DHS/TSA will not be issued an access ID card until DHS is contacted, the problem is resolved, and the airport is granted authority to issue the identification card.
- The following guidelines have been established to determine the criteria for access to the Secured Area/SIDA and the Air Operation Area/General Aviation of the San Angelo Regional Airport. The authorized access will be based upon need, safety, security, federal regulations, and the Airport Rules and Regulations.
- Access identification cards will be issued in one of two forms: Issued as Airport ID and vehicle gate card
 access for General Aviation tenants or issued as Airport color ID and vehicle gate access for the airport
 secured area/SIDA.
- In addition, a valid driver's license shall be presented at the time the access ID card is issued for proof
 of identification and driving privileges on the airport.
- Identification cards must be worn on the outer-most garments within the Secured Area/SIDA and Air Operations Area at all times. Individuals leaving their ID's at home will be denied entry access into the Secured Area/SIDA and AOA.
- All individuals, vehicles, backpacks, purses, bags, etc. are subject to inspection/search as a condition of admission into the Secured Area/SIDA and the Air Operations Area of the airport.
- The airport reserves the right to refuse to issue or to revoke authorization of any individual badge holder where such action is determined to be in the best interest of airport security.
 Mutilation or alteration of any identification badge will invalidate the badge.

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Airport Security Access Badge Application

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 (see Section 1001 of Title 18 of the United States Code).

I authorize the Social Security Administration to release my Social Security Number (SSN) and full name to the Transportation Security Administration, Office of Transportation Threat Assessment and Credentialing (TTAC), Attention: Aviation Programs (TSA-10)/Aviation Worker Program, 601 South 12th Street, Arlington, VA 20598.

I am the individual to whom the information applies and want this information released to verify that my SSN is correct. I know 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.

Signature:	Date of Birth:	
SSN and Full Name:		

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Airport Security Access Badge Application

Badge Applicant:							
LAST NAME	FIRST NAME		MI	HOME PHONE			WORK PHONE
Aliases / Last	Aliases / First		Alio	lagge / Middle		NICK	NAMES:
Allases / Last	Allases / First		Aliases / Middle		NICE	NAMES:	
Alien Registration Number (if annlicable).						
Alien Registration Number (п аррпсавіс).						
Non-Immigrant Visa Numbe	r (if applicable);						
Passport Number / Voluntary,	hut this information	may anas di c	ovidio-4	lan nuaas	*	Dacena	rt Country*
rassport Number / voluntary,	Dut this information	i may speed v	ernicat	ion process		rassp0	rt Country
PLACE OF BIRTH			DATE	OF BIRT	H (MN	I/DD/YY	YY)
COUNTRY BIRTH			CI	TIZENSHI	P COI	INTRY *	
OCCUPANT BIRTH			<u> </u>	1122110111		714 11111	
SOCIAL SECURITY NUMBER	R RACE	SEX	HT		WT	HAIR	EYES
LIOME ADDDESS	CITY				OTAT	_	710 0005
HOME ADDRESS	CITY				STAT		ZIP CODE
DRIVER LICENSE NUMBER	/ STATE	DATE OF EXPIRATION					
	1 =					B17	
COMPANY / AGENCY	POINT	OF CONTA	ACT		wo	RK PHC	NE
	1						
Email address:							
Email address:							
		(015.4					
For unescorted access to							n below:
In the past ten years , I have b	peen convicted of	a crime oth	er tha	n a minor	traffic	otfense:	
Voor	NO.						
Yes:	NO:						
If you checked yes, explain:							
If you checked yes, explain: _							

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General Aviation Access Control Information: Individuals seeking GA access must also complete this section:

GENERAL AVIATION HANGAR TENANTS

HANGAR NUMBER		HANGAR OW	NER	
TYPE AND N-NUMBER OF AIRCRAFT		PARTNER(S)		
/ N				
AIRPORT STAFF / TENANTS /	SUB-TENANT	S / EMPLOYE	EES OF TENANT	S AT MATHIS FIELD
COMPANY	POINT OF CONTACT		WORK PHONE	
VENDORS / CONTRACTORS				
COMPANY	POINT OF CONT	ГАСТ	WORK PHONE	
Please answer the	following	for audit	t purposes:	• •
I am obtaining an ID badge due to: New: Renewal: Lost: Stolen:				Stolen:
If renewing a badge, I currently have possession of my badge: Yes: No: Initials:				
If you answered "No", call 659-6409, immediately to report your lost/stolen badge.				
NOTE: Anyone reporting a Lost or Stolen airport access control ID badge must also report in person to the Airport Security Coordinator's Office and complete a written report.				
Individuals will be given a new applicable fees and provide a files. New and renewal GA Ba Badge-\$100 first time; 2 nd time is to be billed: Yes: No:	copy of the red dge-\$45, SIDA \$200: 3 rd time	ceipt to the A Badge \$60; \$300; there	Airport Security C Federal Law Enf	Coordinator for the orcement \$45; Lost

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All applicants must read and sign this form:

I understand and affirm that all individuals, vehicles, backpacks, purses, bags, etc. are subject to inspection/search as a condition of admission into the Secured Area/SIDA and the Air Operations Area of the airport.

I understand and affirm once I am issued an airport security badge, <u>I am responsible for its</u> accountability and for my conduct and the conduct of those I escort onto the Secured Area/SIDA or the Air Operations access areas. I understand and affirm I am responsible for the replacement cost of my badge if lost or stolen and will immediately report my badge as lost or stolen upon discovering so to the Airport Security Coordinator's Office at (325) 659-6049.

I understand this card is the property of the San Angelo Regional Airport, and it must be presented for inspection if requested, surrendered to the Airport Director, Airport Operations Coordinator, or Airport Police. Upon termination of employment or tenancy or violation of Airport Rules and Regulations, this card must be returned to the airport. This card is nontransferable and must not be loaned to anyone else.

- Any lost or stolen access card shall be reported immediately to the Airport Office at (325) 659-6409.
- A \$ 100.00 non-refundable replacement fee (for 1st lost or Stolen ID) will be paid.
- A \$ 200.00 non-refundable replacement fee (for 2nd lost or Stolen ID) will be paid.
- A \$ 300.00 non-refundable replacement fee (for 3rd lost or Stolen ID) will be paid.
- Cardholders will be given access to those gates necessary to conduct unrestricted business on the airport.
- Vehicle drivers are to "STOP and WAIT" after entry or exit until the gate closes completely behind them. Individuals with access to security doors must ensure the doors are secured behind them and only authorized personnel enter through the doors. This precludes illegal access of unescorted "follow-through" vehicles or personnel. Cardholders are responsible for their guest in "follow-through" vehicles while accompanying them into the Air Operations Area (AOA, or within the Secured Area/SIDA. If a cardholder observes a suspected "follow-through" vehicle or person, you are requested to take down a license number, vehicle, or person description and notify the airport office.
- NOTE: Offenders of the "Stop and Wait" rule could potentially have their flight line driving privileges revoked and face substantial fines.

The airport reserves the right to refuse to issue or to revoke authorization of any individual badge holder where such action is determined to be in the best interest of airport security. Mutilation or alteration of any identification badge will invalidate the badge.

I have read and understand the above polices and agree to comply. Upon my request, I have been provided a copy of the airport "ground vehicle Operations Restrictions rules. I will notify the airport of any changes in my address, aircraft ownership, or tenancy.

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Applicant's Signature	Date

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N	lame		Company/Tenar	nt/Organization		
Hereby authorize th appropriate airport a		pplicant to receive an Air	port Security access	badge or be grante		
request that this ap	oplicant receive a	badge or access approva	al for the following Air	port Areas:		
Secured Are	ea/SIDA:	AOA Ger	eral Aviation:			
Authorizer	Signature			Date		
		TO BE COMPLETE				
	AIRPORT S	SECURITY COORD	INATORS STAF	F		
Application Receiv	/ed: Date:	Reviewed	and approved: Dat	e:		
Secured Area/SID	Secured Area/SIDA: AOA Gene			ral Aviation:		
packground invest	tigation has beer	ess to which applicant is a satisfactorily complete	ed and attached:	-		
packground invest	tigation has beer		ed and attached:	-		
background invest	tigation has beer	n satisfactorily complete	ed and attached: I: A	pproved:		
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LISTS OF ACCEPATALBE DOCUMENTS All documents must be UNEXPIRED

Employees may present one selection from List A
Or a combination of one selection from List B and one selection form List C.

		Selection form List o.
OR	LIST B Documents that Establish Identity	LIST C Documents that Establish Employment Authorization
_	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 ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or	A Social Security Account Number card, unless the card includes one of the following restrictions: (1) NOT VALID FOR EMPLOYMENT (2) VALID FOR WORK ONLY WITH INS AUTHORIZATION (3) VALID FOR WORK ONLY WITH
_	information such as name, date of birth, gender, height, eye color, and address 3. School ID Card with a photograph 4. Voter's registration card 5. U.S. Military dependent's ID card 6. Military card or draft record 7. U.S. Coast Guard Merchant Mariner Card	DHS AUTHORIZATION 2. Certification of Birth Abroad issued by the Department of State (Form FS-545) 3. Certification of Report of Birth issued by the Department of State (Form DS-1350) 4. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States
	Driver's license issued by a Canadian government authority	bearing an official seal5. Native American tribal document6 U.S. Citizen ID Card (Form I-197)
	unable to present a document listed above: 10. School record or report card 11. Clinic, doctor, or hospital record	7. Identification Card for Use of Resident Citizen in the United States (Form I-179) 8. Employment authorization document issued by the department of Homeland Security
	OR	OR 1. 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 2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address 3. School ID Card with a photograph 4. Voter's registration card 5. U.S. Military dependent's ID card 6. Military card or draft record 7. U.S. Coast Guard Merchant Mariner Card 8. Native American tribal document 9. Driver's license issued by a Canadian government authority For persons under age 18 who are unable to present a document listed above: 10. School record or report card

Illustrations of many of these documents appear in Part 8 of the Handbook for Employers (M-274).

Refer to section 2 of the instructions, titled "Employer or Authorized Representative Review And Verification," for more information about acceptable receipts

Form I-9 03/08/13 N

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CITY OF SAN ANGELO

CRIMINAL HISTORY RECORDS CHECK ACKNOWLEDGEMENT FORM

This disclosure is being provided to you pursuant to the Department of Homeland security, Transportation Security Administration (TSA), 49 Code of Federal Regulations §154.209. According to these regulations, all persons with unescorted access to an airport's Security Identification Display Area (SIDA) will be subject to a Fingerprint-based Criminal History Record Check (CHRC).

Applicants for SIDA access are subject to a CHRC effective December 2002. No employee can retain unescorted access authority if the CHRC reports that the individual has a disqualifying criminal offense. [49 CFR §1542.209 (d) (1) and (2)]

According to 49 CFR §1542.209 (d): "Disqualifying criminal offenses. An individual has a disqualifying criminal offense if the individual has been convicted, or found not guilty by reason of insanity, of any of the disqualifying crimes listed in this paragraph (d) in any jurisdiction during the 10 years before the date of the individual's application for unescorted access authority, or while the individual has unescorted access authority. The disqualifying criminal offenses are as follows-"(please see the attached list of twenty-eight (28) applicable criminal offenses on Page 2.)

By this document, you are informed that you are required to be fingerprinted to obtain a CHRC report. If the CHRC report shows a disqualifying criminal offense, you may appeal to the Airport Security Coordinator to discuss procedures to correct false information on the CHRC report.

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. "(See Section 1001 of Title 18 of the United States Codes)"

Please sign below to signify that this information has been disclosed to you, that you understand the requirements as outlined, and that you provide the authorization to the City of San Angelo to conduct this investigation.

I voluntarily and fully authorize the City of San Angelo to obtain a Fingerprint-based Criminal History Record Check (CHRC) as part of the conditions for SIDA access at the San Angelo Regional Airport. I also acknowledge and agree to immediately notify my supervisor if I am convicted of a disqualifying criminal offense during my employment.

Applicant Signature	(Please print name)
Date	<u> </u>

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8618 Terminal Circle, Suite 101 ◆ San Angelo, Texas 76904 ◆ 325-659-6409 ◆ Fax 325-703-6095 CRIMINAL HISTORY RECORDS CHECK ACKNOWLEDGEMENT FORM

49 CFR §1542.209 (d): "Disqualifying Criminal Offenses." (Continued)

- (1) Forgery of certificates, false marking of aircraft, and other aircraft registration Violation; 49 U.S.C. 46306.
- (2) Interference with air navigation; 49 U.S.C. 46308.
- (3) Improper transportation of a hazardous material; 49 U.S.C. 46312
- (4) Airport piracy; 49 U.S.C. 46502.
- (5) Interference with flight crew members of flight attendants; 49 U.S.C. 46504.
- (6) Commission of certain crimes aboard aircraft in flight; 49 U.S.C. 46506.
- (7) Carrying a weapon or explosive aboard aircraft; 49 U.S.C. 46505.
- (8) Conveying false information and threats; 49 U.S.C. 46507.
- (9) Aircraft piracy outside the special aircraft jurisdiction of the United States; 49U.S.C. 46502 (b).
- (10) Lighting violations involving transporting controlled substances; 49 U.S.C. 46315.
- (11) Unlawful entry into an aircraft or airport area that serves air carriers or foreign air carriers contrary to established security requirements; 49 U.S.C. 46314.
- (12) Destruction of an aircraft or aircraft facility; 18 U.S.C. 32.
- (13) Murder.
- (14) Assault with intent to murder.
- (15) Espionage.
- (16) Sedition.
- (17) Kidnapping or hostage taking.
- (18) Treason.
- (19) Rape or aggravated sexual abuse.
- (20) Unlawful possession, use, sale, distribution, or manufacture of an explosive or weapon.
- (21) Extortion.
- (22) Armed or felony unarmed robbery.
- (23) Distribution of, or intent to distribute, a controlled substance.
- (24) Felony arson.
- (25) Felony involving a threat.
- (26) Felony involving -
 - (i) Willful destruction of property;
 - (ii) Importation or manufacture of a controlled substance;
 - (iii) Burglary;
 - (iv) Theft;
 - (v) Dishonesty, fraud, or misrepresentation;
 - (vi) Possession of distribution of stolen property;
 - (vii) Aggravated assault;
 - (viii) Bribery; or
 - (ix) Illegal possession of a controlled substance punishable by a maximum term of imprisonment of more than 1 year.
- (27) Violence at international airports; 18 U.S.C. 37.
- (28) Conspiracy or attempt to commit any of the criminal acts listed in this paragraph (d).

SENSITIVE SECURITY INFORMATION

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Revised: 10/1/2021



8618 Terminal Circle, Suite 101 • San Angelo, Texas 76904 • 325-659-6409 • Fax 325-703-6095

San Angelo Regional Airport Vehicle Driving Safety and Security Information

It is important that every individual on the airport know the vehicle driving rules and security information associated which authorized access into the AOA/General Aviation Ramp or the Secured *Area/SIDA*. You have been given the privilege of access onto the Air Operations Area due to personal aircraft access requirements, aviation business or vendor service. Along with this privilege comes a responsibility to abide by the **Airport Rules and Regulations and Transportation Security concerns.**

The Airport is providing these rules and Safety points for your review:

- Use EXTREME CAUTION at all times.
- Do NOT use the ramp to transit north/south. Use HANGAR road If able.
- Drivers shall have a valid driver's license in their possession at all times.
- Maintain shortest possible route to destination while on the ramp.
- STOP and WAIT for vehicle gate to completely close behind you.
- Ramp speed is 20 MPH, within driving lanes, 5 MPH around parked aircraft.
- Speed should be reduced if ramp conditions, weather or other criteria dictate a safer, more controlled speed.
- YIELD RIGHT OF WAY TO AIRCRAFT AT ALL TIMES.
- If required to approach parked aircraft, keep aircraft to vehicle driver's side and approximately 50 feet clearance.
- When parking on the ramp use parking brakes.
- Never abandon a vehicle on the ramp or in the movement area, it will be towed away at your expense.
- Keep foreign object debris (FOD) inside vehicle. If you see any FOD on the ramp, pick it up.
- Bicycles, skateboards, skates, GO-CARTS or any other devices being used for recreation are prohibited.
- Control children; keep pets on a leash.
- Stay alert for signage and pavement markings.
- Unless authorized STAY OUT and DO NOT PROCEED INTO Secured Area/SIDA.
- TRANSIT ACROSS THE RED LINE IN FRONT OF THE TERMINAL IS STRICTLY <u>PROHIBITED</u>. This line
 marks the boundary of the commercial airline operating area, which is controlled for TSA SECURITY
 REASONS.
- Identification cards must be worn on the outermost garments within the AOA and Secured Area/SIDA at all times, Individuals leaving their ID's at home maybe denied entry access to the AOA.
- See something/Say Something Any individual within the AOA/General Aviation Area who encounters any suspicious persons, objects, activity, or anything else that may appear to constitute a threat to the security of the airport should immediately contact Airport Police or the Airport Director's Office.
- AOA/General Aviation Area As members of the general aviation community, we all must help ensure
 the safety and security of our visitors, personnel, airport, and aircraft. If an individual believes a
 person may pose a threat, the individual should not take action that will put themselves in danger. The
 individual shall try to keep the person in visual contact, get a good description of that person, last
 known location and direction of travel, while immediately notifying Airport Police or the Airport
 Director's Office.

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	Initials:



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San Angelo Regional Airport Vehicle Driving Safety and Security Information

- All badge holders are responsible for observing and reporting to the Airport Police or the Airport
 Director's Office any suspicious persons, objects, activity, malfunctioning and unattended open gates
 and doors, holes in fences or anything else that may appear to constitute a threat to the security to the
 airport.
- All vehicles, backpacks, purses, bags, etc. are subject to visual inspection as a condition of admission to the Air Operations Area, or restricted areas of the airport.
- Offenders of the "stop and wait" or other airport rules could potentially have their flight line driving privileges revoked and face substantial fines.

<u>IF YOU ARE SPECIFICALLY AUTHORIZED</u>, AS PART OF AN AIRPORT CONSTRUCTION PROJECT OR OPERATIONS IN THE MOVEMENT AREA (TAXIWAYS AND RUNWAYS), YOU WILL BE REQUIRED TO ATTEND A GROUND VEHICLE TRAINING COURSE PROVIDED BY THE AIRPORT PRIOR TO DRIVING

IN THE AOA OR MOVEMENT AREAS.	
 	

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Signature

Date

Price List:

New and Renewal

GA Badge's (Non-SIDA) \$45.00

SIDA Badge \$60.00

Federal Law Enforcement \$45.00

Lost/Stolen Price List:

Badge-1st Time \$100.00

Badge-2nd Time \$200.00

Badge-3rd Time \$300.00

Key \$25/key

Replacement Core \$100/core

Note: 3rd time, case will be reviewed by Airport Director before an ID can be re-issued.

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