



APPLICATION / RENEWAL BADGE MEDIA APPLICATION DLH (CAT III)

Renewal Badge New Badge Lost/Stolen Badge Signatory Only

Last Name (print) First Name (print) Middle Name (print)

Below list any and or all full alias' (Maiden, Previous Married Name, Aliases, etc.) if applicable:

Current Mailing Address:

City: State: Zip Code:

Best Phone #: Email:

Airport Employer 1 Job Title

Airport Employer 2 Job Title

Sex Height Weight Eye Color

Hair Color Race

Date of Birth (mm/dd/yyyy) Place of Birth

U.S. Citizen? Country of Citizenship

Non-US Citizens must fill out information below: Permanent Resident Alien/ Registered Alien Authorized to Work until Non-Immigrant VISA # Visa Exp Date Other (Please Explain) Enter all 9 digits of Alien Registration (if applicable): Certificate of Naturalization/Certification of Birth Abroad/Passport #:



APPLICANT'S SECURITY BADGE RESPONSIBILITY AGREEMENT

I WILL NOT

- Allow anyone else to use my security badge
- Alter my badge in any manner
- Allow anyone to "piggyback" or "tailgate" behind me through a card access door or vehicle gate
- Use my badge to bypass security to board a flight

I Acknowledge

My badge is property of the Duluth Airport Authority and must be surrendered upon demand, expiration, suspension, or termination of contract or employment.

If my badge is lost or stolen, I will need to pay the applicab lost badge card fee

I must go through a screening checkpoint before boarding a flight for business or pleasure

Escort Verification: I agree to familiarize myself with th current escorting procedures

I WILL

- Use my badge only in the performance of my official job duties
- Immediately report any security violations to Airport Admin
- Wear my badge on my outermost garment, prominently displayed above the waist, when in the SIDA
- Challenge and report any individual who is not displaying an ID badge in the SIDA
- Ensure Proper closing of all card access doors and gates
- Notify Airport Admin of any name changes or address changes
- Contact Airport Admin IMMEDIATELY if my badge/proximity card is lost or stolen
- Obey all lawful orders and directions from Airport Admin issued in furtherance of the Airport Security Program or TSA

I acknowledge my security responsibilities under 49 CFR 1540.105 (a).

I have read and acknowledge the above responsibilities and will abide by all airport rules and regulations.

If I fail to comply with any of them, it may result in suspension or revocation of my badge or possible prosecution under federal, state, and local laws.

Applicant Signature _____ Date _____

Statement of Truthful Admission

By signing below, I hereby certify that 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.) Further, I agree that any misstatements of or material omissions of facts hereon may cause forfeiture of my privilege to receive an Airport Identification Media. I also understand that Federal Regulations impose a continuing obligation that I disclose to the airport operator within 24 hours if I am convicted of any disqualifying criminal offence while I have unescorted access authority. I also understand that I may receive a copy of the criminal record received from the FBI if I request it in writing from the airport operator. My point of contact for this information shall be the Airport Security Coordinator.

Applicants Signature _____ Date _____

DLH Airport Badge Identification Requirements



New and renewal badge holders applying for a DLH security badge must present two (2) original documents that establish identity and employment eligibility. One must be a photo. Expired or photoshopped documents will not be accepted. All ID's must have your current legal name and match.

ID Verification Examples

Scan Code for full list of approved ID's

or

Visit the link below Accepted ID Link

Driver's License

US Passport

Social Security Card

Birth Certificate

Alien Registration

Foreign Passport

Certificate of Birth Abroad

(FS-545 or DS-1350)

SCREENING NOTICE: Any employee holding a credential granting access to a Security Identification Display Area may be screened at any time while gaining access to, working in, or leaving a Security Identification Display Area



APPLICATION FOR FINGERPRINTING - MANDATORY CRIMINAL HISTORY QUESTIONNAIRE

Only Required for applicants requesting access to the Security Identification Display Area

Disqualifying criminal offenses. An individual has a disqualifying criminal offense if the individual has been convicted, or found not guilty of by reason of insanity, of any of the disqualifying crimes listed 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:

- 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. Aircraft piracy 49 U.S.C. 46502
5. Interference with flight crew members or flight attendant 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 49 U.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 -
a. Willful destruction of property;
b. Importation or manufacture of a controlled substance;
c. Burglary;
d. Theft;
e. Dishonesty, fraud, or misrepresentation;
f. Possession or distribution of stolen property;
g. Aggravated assault;
h. Bribery; or
i. 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)

I DO have a disqualifying criminal offense listed above
I DO NOT have a disqualifying conviction of criminal offense listed above

STATEMENT OF TRUTHFUL ADMISSION

By signing below, I certify within the past 10 years, I have not been convicted or found guilty by reason of insanity of any of the disqualifying crimes listed, nor am I awaiting judicial (court) proceedings. I also understand that Federal Regulations impose a continuing obligation that I disclose to the airport operator within 24 hours if I am convicted of any disqualifying criminal offense while I have unescorted access to authority. I also understand that I may receive a copy of the criminal record received from the FBI if I request it in writing from the airport operator. My point of contact for this information shall be the airport Security Coordinator. Also, I hereby certify that 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 that a knowing willful false statement on this application can be punished by fine or imprisonment or both. (See section 1001 of title 18 of The United States Code.) (Federal Regulations under 49 CFR 1542.209.)

Applicant Name (Print)

Applicant Signature

Date



****Authorized Signatory Information****

| | |
|-----------------------|----------------|
| Signatory Name | Company |
| | |

As the company Signatory, I Attest that a specific need exists for unescorted access authority and the individual acknowledges their security responsibilities under 49 CFR 1540.105 (a). I am requesting issuance of this airport security badge for:

Badge Applicant Name: _____ **Request Date** _____

| Badge Type (only select one) | | |
|--------------------------------------|-------------------------------------|---|
| SIDA <input type="checkbox"/> | AOA <input type="checkbox"/> | Sterile <input type="checkbox"/> |

| Reason for Badge | | | Badge Request Length | | |
|--|--|---|-----------------------------------|----------------------------------|----------------------------------|
| <input type="checkbox"/> Tenant Employee | <input type="checkbox"/> Tenant Contractor | <input type="checkbox"/> Based Aircraft | <input type="checkbox"/> 30 Days | <input type="checkbox"/> 60 Days | <input type="checkbox"/> 90 Days |
| <input type="checkbox"/> Student | <input type="checkbox"/> Airport Staff | <input type="checkbox"/> Other: _____ | <input type="checkbox"/> 6 Months | <input type="checkbox"/> 1 Year | <input type="checkbox"/> 2 Years |

| Privileges | | | | | | | | |
|----------------------|---|---|------------------------|---|---|--|---|---|
| SIDA | | | AOA | | | Driving Privileges (only yes for one) | | |
| Escort Authority | Y | N | Airfield Gate Access | Y | N | Non-Movement Driving | Y | N |
| SIDA Door Access | Y | N | Sterile | | | Movement (Airfield) Driving | Y | N |
| Customs Seal | Y | N | Controlled Door Access | Y | N | FOR OFFICE USE ONLY INITIALS: _____ | | |
| Airfield Gate Access | Y | N | | | | Airfield Manager Approval | Y | N |

Document Verification – this is in place of sending copies of the applicants 2 forms of ID

| 1 | List 1 Document | | 2 | List 2 Document | |
|---|------------------------|--|---|------------------------|--|
| | Document Type | | | Document Type | |
| | Last 4 Document Digits | | | Last 4 Document Digits | |

As the Authorized Signatory, I understand that I am responsible for monitoring the use of said badge and once I am aware this badge is no longer needed, I must immediately contact the Badging Office to deactivate/stop list the badge and retrieve the security badges from the terminated personnel and immediately return it to the Airport Badging Office. A \$125.00 fee will be assessed for each unreturned badge.

Authorized Signatory Signature do not sign until application is completed

Date valid for 30 days after signed and dated