



# GENERAL AVIATION ACCESS APPLICATION



Updated November 2018

<b>COMPANY:</b> _____	<b>DRIVERS LICENSE</b>		
	No L	NM	M

*FOR OFFICIAL USE ONLY*

	DATE	INIT		DATE	INIT
Accounting Form Received & Reviewed			Verify the Training date for the Company Signatory Individual. Within 1Yr		
Received/ Reviewed Application			<b>Security Threat Assessment</b>		
Appropriate Forms of Identification (As per the "List of Acceptable Documents")			SENT	RECEIVED	
				DATE	INIT
No Fly List/Selectee List Checked			Notification (Name: _____)		

SECTION I - APPLICANT DATA	
<b>NAME:</b> _____ <small>(LAST NAME) (FIRST NAME) (MIDDLE NAME)</small>	<b>HOME:</b> Area Code (_____)
<b>ALIAS:</b> _____	<b>PHONE:</b> (_____)
<b>ADDRESS:</b> _____ <small>(NUMBER) (STREET) (APT)</small>	<b>WORK:</b> Area Code (_____)
<b>CITY:</b> _____ <b>ST:</b> _____ <b>ZIP:</b> _____	<b>PHONE:</b> (_____)
<b>CITIZENSHIP:</b> _____ <small>(COUNTRY)</small>	<b>PLACE OF BIRTH</b> <small>(State or Country)</small> _____
<b>SOCIAL SECURITY NO:</b> _____	<b>GENDER</b> _____
<b>DATE OF BIRTH:</b> _____ <small>(MONTH) (DAY) (YEAR)</small>	<b>DRIVER'S LICENSE STATE</b> _____
<b>EMPLOYER:</b> _____ <small>(IF APPLICABLE)</small>	<b>DRIVER'S LICENSE NUMBER</b> _____
<b>AIRCRAFT#</b> _____	<b>PILOT'S LICENSE NUMBER</b> _____

<b>REASON FOR ACCESS</b> _____	<b>AIRCRAFT LOCATION</b> _____
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<b>Passport Information – US or Foreign National</b>		<b>US Citizens , Non-US Country of Birth</b>	
<b>Issuing Country</b>	_____	<b>Certificate of Naturalization Number (former ARN)</b>	_____
<b>Passport Number</b>	_____	<b>Certification of Birth Abroad (Form DS-1350)</b>	Attached Yes <input type="checkbox"/> No <input type="checkbox"/>

<b>INFORMATION TO BE FILLED OUT BY FOREIGN NATIONALS</b>	
<b>Alien Registration Number (if applicable)</b>	_____
<b>Non-Immigrant Visa Number (if applicable)</b>	_____
<b>I-94 Arrival/Departure Form Number</b>	_____

# Privacy Act Notice

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

**Purpose:** The Department of Homeland Security (DHS) will use the biographical information to conduct a security threat assessment to evaluate your eligibility for the program to which you are applying. Your fingerprints and associated information/biometrics 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/biometrics 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 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. For as long as your fingerprint's and associated information/biometrics 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:** 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.

I have read and understand the Privacy Act Statement.

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

## Privacy Notice for Collection of Secure Flight Passenger Data

The Transportation Security Administration of the U.S. Department of Homeland Security requires us to collect information from you for purposes of watch list screening, under the authority of 49 U.S.C section 114, and the Intelligence Reform and Terrorism Prevention Act of 2004. Providing this information is voluntary; however, if it is not provided, you may be subject to additional screening or denied transport or authorization to enter a sterile area. TSA may share information you provide with law enforcement or intelligence agencies or others under its published system of records notice. For more on TSA Privacy Policies, or to view the system of records notice and the privacy impact assessment, please see TSA's Web site at [www.tsa.gov](http://www.tsa.gov).

I have read and understand the Privacy Notice for Collection of Secure Flight Passenger Data

Date: \_\_\_\_\_

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

## SOCIAL SECURITY AUTHORIZATION STATEMENT

"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-10)/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 have read and understand the SS Authorization Statement.                      Date: \_\_\_\_\_                      Date of Birth: \_\_\_\_\_

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

## PARENTAL CONSENT

If under 18 years of age, your parent/guardian must consent to the Department of Homeland Security, Transportation Security Administration, Security Threat Assessment.

Parent/Guardian Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

SENSITIVE SECURITY INFORMATION

<b>SECTION I – BOISE AIR TERMINAL SECURITY PERMIT</b>		<b>Initials</b>
1.	This badge is issued for my <b><u>INDIVIDUAL USE ONLY</u></b> and I will not under any conditions allow another person to use it.	_____
2.	I understand that at the time this application is submitted, I must present two (2) current forms of personal identification, in accordance with the “list of acceptable documents” provided with this application.	_____
3.	<b>ALL</b> badges remain the property of the Boise Airport and <b>MUST BE RETURNED</b> to the airport upon demand, resignation, termination, or at any time access is no longer required. The airport will assess a \$100 fee for each badge that isn’t returned.	_____
4.	If the badge is lost or stolen, I will immediately notify Airport Operations, and apply for a replacement. A fee of <b>\$25.00</b> for the 1 <sup>st</sup> occurrence, <b>\$50.00</b> for the 2 <sup>nd</sup> occurrence, and <b>\$75.00</b> for the 3 <sup>rd</sup> occurrence will be charged. I will <b>retake the computer based training</b> each time I have a lost badge.	_____
5.	<b>Any changes made to an airport access media badge will result in a Badge Change Fee of \$25. This will include badges that have driver’s license added, name changes etc. In other words, anything that is within control of the badge holder will be assessed the fee.</b>	_____
6.	Any violation of the Airport rules and regulations, or the Airport Security Program, may result in suspension, revocation, and/or denial of the Boise Air Terminal Non-SIDA Vehicle Access Badge.	_____
7.	<b>I WILL REMAIN AT AN ENTRANCE/EXIT GATE UNTIL IT IS FULLY CLOSED.</b>	_____
8.	<b>I certify that I have been advised of the rules governing the issuance, use, display, and surrender of this Non-SIDA General Aviation Access Badge, and I will comply with those rules.</b>	_____
9.	I understand and accept responsibility to <b>IMMEDIATELY NOTIFY</b> Airport Operations (208-972-8420) if I lose or no longer require the Airport issued General Aviation Access Badge. I also understand that in accordance with Public Law 110-161, . . . “any employer who employs an employee to whom an airport security badge or other identifier used to obtain access to a secure area of an airport is issued before, on, or after the date of enactment of this paragraph and who does not collect or make reasonable efforts to collect such badges from the employee on the date that the employment . . . is terminated and does not notify the operator of the airport . . . within 24 hours . . . shall be liable to the government for a civil penalty not to exceed \$10,000.” I understand that this Public Law also applies to me as an individual. In addition, the airport will assess a \$100 fee for each badge that isn’t returned. <b>SIGNED:</b>	_____

<b>SECTION II - FOR APPLICANTS GETTING AN AIRPORT DRIVER'S LICENSE</b>		
<b>1.</b>	Applicant agrees to comply with the Driver's License Rules and Regulations in the Boise Airport Drivers Manual. <b>(Hard copy of this manual is available upon written request.)</b>	
<b>2.</b>	Applicant understands that failure to comply with Boise Airport Driver's License Rules and Regulations may result in fines being imposed by the Federal Aviation Administration in addition to any enforcement action taken under the provisions of the enforcement section of Boise Airport Driver's Manual.	
<b>3.</b>	Applicant agrees to display the vehicle permit hang-tag from the rear view mirror of their vehicle, any time the vehicle is on Airport property.	
<b>4.</b>	My signature above certifies that I agree to the language stated above and have been provided information and training in accordance with FAA Regulation Part 139, Vehicle Ground Safety Control at the Boise Airport.	

<b>SECTION III – ACKNOWLEDGEMENT OF TRUE AND CORRECT INFORMATION</b>		
<p><b>“The information I have provided is true, complete 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).”</b></p>		
<hr/>		
<b>Printed</b>	<b>FIRST NAME</b>	<b>MIDDLE NAME</b> <b>LAST NAME</b>
<hr/>		
<b>Applicant Signature</b>		<b>Date</b>

**SENSITIVE SECURITY INFORMATION**

**LIST OF ACCEPTABLE DOCUMENTS**

Two original forms of unexpired identification are required when submitting the application. Each identification must be from a different list. Please Note: Photocopies of documents are not accepted.

In addition, Non-US citizens must present an Alien Registration Number or the I-94 Arrival/Departure Form Number. US citizens who were born abroad must provide either a US passport number, Certificate of Naturalization Number or a Certification of Birth Abroad (DS-1350).

LIST A	OR	LIST B	OR	LIST C
<b>1. U.S. Passport (unexpired)</b>		<b>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.</b>		<b>1. Social Security card issued by the Social Security Administration (other than a card stating it is not valid for employment).</b>
<b>2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)</b>		<b>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.</b>		<b>2. Certification of Birth Abroad issued by the Department of State (Form FS-545 or Form DS-1350)</b>
<b>3. An unexpired foreign passport with a temporary I-551 stamp.</b>		<b>3. School ID card with a photograph</b>		<b>3. 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.</b>
<b>4. An unexpired Employment Authorization Document that contains a photograph (Form I-766, I-688, I-688A, I-688B)</b>		<b>4. Voter's registration Card</b>		<b>4. Native American tribal document</b>
<b>5. An unexpired foreign passport with an unexpired Arrival-Departure Record, Form I-94, bearing the same name as the passport and containing an endorsement of the alien's nonimmigrant status, if that status authorizes the alien to work for the employer.</b>		<b>5. U.S. Military card or draft record</b>		<b>5. U.S. Citizen ID Card (Form I-197)</b>
		<b>6. Military dependent's ID Card</b>		<b>6. ID Card For use of Resident Citizen in the United States (Form I-179)</b>
		<b>7. U.S. Coast Guard Merchant Mariner Card</b>		<b>7. Unexpired employment authorization document issued by DHS (other than those listed under List A)</b>
		<b>8. Native American tribal document</b>		
<b>6. TSA Credentials plus TSA Exemption Letter</b>		<b>9. Driver's license issued by a Canadian government authority</b>		<b>8. TSA Exemption Letter</b>
		<b>For persons under the age of 18 who are unable to present a document listed above.</b>		
		<b>1. School record or report card</b>		
		<b>2. Clinic, doctor, or hospital record</b>		
	<b>3. Day-care or nursery school record</b>			

**SECTION IV – SIGNATORY**

- 1. I certify that a specific need exists for providing the individual applicant with unescorted access authority. The individual applicant has been advised of the rules governing the issuance, display, and surrender of the SIDA identification ID as outlined in the Airport Security Program for the airport. The individual applicant acknowledges they will have security responsibilities under 49 CFR 1540.105(a) when issued access media.
- 2. If required, I certify that the applicant has been instructed in the operation of Ground Equipment in accordance with the Boise Airport rules and regulations.
- 3. I understand that the company named in this application accepts responsibility to **IMMEDIATELY NOTIFY** Airport Operations (208-972-8420) when the applicant terminates employment with the company. In accordance with Public Law 110-161, . . . “any employer who employs an employee to whom an airport security badge or other identifier used to obtain access to a secure area of an airport is issued before, on, or after the date of enactment of this paragraph and who does not collect or make reasonable efforts to collect such badges from the employee on the date that the employment. . . is terminated and does not notify the operator of the airport. . . within 24 hours. . . shall be liable to the government for a civil penalty not to exceed \$10,000.” In addition, the airport will assess a \$100 fee for each badge that isn’t returned.
- 4. I understand that \_\_\_\_\_ is responsible for any and all violations of 49 CFR 1542 involving the wear and use of SIDA identification ID’s and that \_\_\_\_\_ is liable for any and all fines levied by the TSA for these violations.  
(COMPANY NAME)  
(COMPANY NAME)
- 5. I certify that, as the Signatory Authority for \_\_\_\_\_, I have received Training, within the last 12 months.  
(COMPANY NAME)

**SIGNATORY NAME** \_\_\_\_\_ **Position/Title** \_\_\_\_\_  
FIRST NAME LAST NAME

**SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_

(Note 1: The above signature **MUST** be on the companies Signature Letter which is on file with Airport Credentialing Office.)

(Note 2: This section **IS NOT** signed by the company Signatory UNTIL he/she reviews the application and ensures that:  
 1) it is legible,  
 2) complies with all requirements as indicated by the attached instruction sheet, and  
 3) indicates whether or not the individual will be getting an airport driver’s license and if so what type.

**Airport Credentialing reserves the right to refuse to process the application if these requirements are not met.)**



SENSITIVE SECURITY INFORMATION

VEHICLE INFORMATION									
	Year	Make	Model	Color	License Number	State	<i>For Office Use Only</i>		
								Permit Number	Expiration
<b>1</b>							<b>1</b>		
<b>2</b>							<b>2</b>		
<b>3</b>							<b>3</b>		