



# AOA ONLY UNESCORTED ACCESS BADGE MEDIA APPLICATION

## APPLICANT SECTION: PLEASE PRINT/TYPE – PRESS FIRMLY

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_  
 (Full Legal Name) (Full Legal Name) (Full Legal Name)

Name(s) Previously Used: \_\_\_\_\_ Place of Birth \_\_\_\_\_ Citizenship \_\_\_\_\_  
 (State) (Country)

Height \_\_\_\_\_ Weight \_\_\_\_\_ Hair \_\_\_\_\_ Eyes: \_\_\_\_\_ Race: \_\_\_\_\_ Gender: \_\_\_\_\_

Home Street Mailing Address \_\_\_\_\_ Apt/Unit \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email Address: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Are you/Have you been badged with any other entity at this airport: If so who and what is/are the badge number(s): \_\_\_\_\_

### APPLICANT SIGNATURE AREA

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 or the United States Code). Misrepresentations, omissions, falsifications, or violation of any rule/regulation of the TSA or the Colorado Springs Airport may be grounds for immediate revocation of the Colorado Springs Airport ID Badge/Access Media. All applicants may be subject to future background investigations by Federal, state or other local judicial or law enforcement agencies.

Note: An individual who has a U.S. Social Security Administration issued SSN but fails to provide it to TSA may delay or prevent completion of the STA and may be denied ID media.

I authorize the Social Security Administration to release my Social Security Number and full name to the Transportation Security Administration, Intelligence and Analysis (IA), 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 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.

This ID Badge authorizes you to operate your vehicle within the “Areas Access is Authorized” as listed below. Driving on the runways, taxiways or areas not listed below will result in revocation of your ID Badge.

- ❖ You must have this ID Badge with you at all times while operating a vehicle inside the perimeter fence at Colorado Springs Airport.
- ❖ You must present this identification badge to airport personnel, law enforcement, TSA official or airport tenant representative when requested.
- ❖ You must notify the Airport Operations Office at 719-550-1918 immediately if this ID Badge is lost or stolen.
- ❖ You will periodically be asked to physically produce this ID Badge for audit purposes; failure to do so will result in deactivation of your ID.
- ❖ See Rules and Regulations on the back of this application.

I have read, understood, and will comply with the statements, rules and regulations on page 1 and page 2 of this application.

#### TITLE VI

The City of Colorado Springs (“City”), which controls, owns, operates, maintains the Colorado Springs Municipal Airport (“Colorado Springs Airport”) with the power to grant rights and privileges with respect thereto, assures that no person shall on the grounds or race, color, national origin, sex or creed as provided by Title VI of Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and Section 520 of the Airport and Airway Improvement Act of 1982 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. I understand that at any time I may ask for, and shall receive, a copy of my rights under Title VI and how to process a title VI complaint from the Colorado Springs Airport.

Applicant Signature: \_\_\_\_\_ Date of Birth \_\_\_\_\_

Social Security Number and Full Name \_\_\_\_\_

### SPONSORING TENANT: PLEASE PRINT/TYPE – PRESS FIRMLY (DO NOT SIGN BLANK APPLICATIONS)

Sponsoring Tenant \_\_\_\_\_ Phone \_\_\_\_\_

Access Authorized: \_\_\_\_\_

Operational Need for Unescorted Access (Receiving badge): \_\_\_\_\_

By my Signature, I authorize the above named person to have an ID badge that provides access to the AOA. I certify the employee has an operational need for unescorted access authority to the AOA. I certify that I will make all security updates available to this badge holder as these changes are provided by the airport to me as a Signature Authority. I have reviewed this application for completeness and accuracy.

I authorize the above named individual to have escort privileges at the Colorado Springs Airport:

Escorting

Authorizing Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

### AIRPORT OPERATIONS USE ONLY

Badge Type : 01 Date Issued: \_\_\_\_\_ Date Expires \_\_\_\_\_ Badge Media # \_\_\_\_\_

Issued By \_\_\_\_\_ Date Lost \_\_\_\_\_ Date Terminated \_\_\_\_\_ Badge Received \_\_\_\_\_ Date Record Destruction \_\_\_\_\_

ASC Review \_\_\_\_\_

DO NOT FOLD, BEND, OR MUTILATE

**GENERAL AVIATION IDENTIFICATION BADGE/ACCESS MEDIA  
RULES AND REGULATIONS**

1. When an ID Badge holder enters the airfield through a vehicle gate the badge holder must stop on the secured side of the gate and remain there until the gate closes behind them. The ID Badge holder that opened the gate is responsible for anyone that follows him or her through the gate.
2. ID Badge holders/vehicle operators will use caution when operating around aircraft and will give way to aircraft at all times.
3. ID Badge holders/vehicle operators will not exceed 15 MPH when driving on the ramp and will not exceed 5 MPH when operating around aircraft.
4. While inside the fence line it is not permissible to enter or cross a neighboring tenant's leasehold unless authorized by the neighboring tenant and the airport. Any authorization to enter or cross a neighboring tenants leasehold will be noted in "Areas Access is Authorized" on the front of this application.
5. It is not permissible, under any circumstances, to permit another person to use your Airport-Issued ID Badge/Access Media.
6. Badge holders shall not tamper with or mutilate the ID Badge/Access Media in any manner. Lost/stolen Airport ID Badge/Access Media shall be reported immediately to Airport Operations.
7. Badge holders must safeguard ID Badge/Access Media and keep issuance information confidential. Badge holders shall access only the areas to which they are authorized.
8. Badge holders must return all Airport-issued ID Badge/Access Media to Airport Operations upon termination of their employment at the Airport or their need for the Badge; or on or before the expiration date of the Badge; or upon request by Airport management. **Failure to return any Airport-issued ID Badge/Access Media may result in fees being assessed against the Badge holder according to the current fee list in effect at that time. Individuals who fail to pay fees assessed by the Airport for lost/unreturned Badges may be turned over to collections.**
9. Badge holders will not block or leave doors or gates open that could provide unauthorized individuals access to the Restricted Areas.
10. Badge holders will not bypass the security system or provide access for unauthorized individuals.
11. The Airport-issued ID Badge/Access Media remains the property of the Colorado Springs Airport at all times.
12. I will not escort anyone who is to be working on the AOA, unless otherwise pre - approved by the Airport Security Coordinator.
13. I understand that I am able to escort my family, friends and other passengers to my aircraft/hangar for recreational use. I understand that these people are my responsibility while they are within the restricted area.
14. I agree to abide by all security regulations.
15. Badge holders are subject to search of their person and property and seizure of illegal and/or prohibited items upon entrance of the AOA at the Colorado Springs Airport.
16. (Applicable only if "E" Section is signed by Authorized Signatory on page 1) As an authorized escort at COS, I have read the escorting guidelines below - I understand and agree to follow all escort rules, regulations, and procedures at all times
  - An Airport Approved escort is indicated on the COS Airport issued ID Badge by an "E" in the top-right corner of the badge. Only those with an operational need shall be granted escort privileges.
  - Individuals who are working in the AOA may only be escorted if they have started the badging process and are awaiting results.
  - Individuals who are escorting must have positive control of and visual contact with each person being escorted at all times. No more than 5 persons should be escorted by one individual at any time.
  - If an escort loses control of an individual being escorted, the escort should alert one or all of the following immediately: The Airport Police/Operations (550-1918 or 1919) OR their supervisor
  - Individuals who have been issued a COS ID badge may not be escorted under any circumstances
17. By signing this application, you acknowledge your security responsibilities under 49 CFR 1540.105(a). No person may:
  - Tamper or interfere with, compromise, modify, attempt to circumvent, or cause a person to tamper or interfere with, compromise, modify, or attempt to circumvent any security system, measure, or procedure implemented under this subchapter.
  - Enter, or be present within, a secured area, AOA, SIDA or sterile area without complying with the systems, measures, or procedures being applied to control access to, or presence or movement in, such areas.
  - Use, allow to be used, or cause to be used, any airport-issued or airport-approved access medium or identification medium that authorizes the access, presence, or movement of persons or vehicles in secured areas, AOA's, or SIDA's in any other manner than that for which it was issued by the appropriate authority under this subchapter.

**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 110-53, August 3, 2007); FAA Reauthorization Act of 2018, §1934(c) (132 Stat. 3186, Public Law 115-254, Oct 5, 2018), and Executive Order 9397 (November 22, 1943), as amended.

**Purpose:** The Department of Homeland Security (DHS) will use the information to conduct a security threat assessment. If applicable, 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).

DHS will also maintain a national, centralized revocation database of individuals who have had airport or aircraft operator-issued identification media revoked for noncompliance with aviation security requirements. DHS has established a process to allow an individual whose name is mistakenly entered into the database to correct the record and have the individual's name expunged from the database. If an individual who is listed in the centralized database wishes to pursue expungement due to mistaken identity, the individual must send an email to TSA at

[Aviation.workers@tsa.dhs.gov](mailto:Aviation.workers@tsa.dhs.gov).

**Routine Uses:** In addition to those disclosures generally permitted under 5 U.S.C. § 552a(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. § 552a(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 TSA 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 will 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.

Applicant's initials \_\_\_\_\_