



SAWYER INTERNATIONAL AIRPORT  
AIRPORT IDENTIFICATION APPLICATION

Name			
Last		First	Middle
Below List <u>ALL</u> Other Names Used (Maiden, Previous Married Name, Aliases, etc.) if Applicable:			
Last		First	Middle
Current Mailing Address			
Street		City	State Zip Code
Home Phone #:		Mobile Phone #:	
Personal Email:		Work Email:	
Airport Tenant/Employer			
Employer:		Job Title:	Employer's Phone #:
Personal Information			
Date of Birth:	Race:	Gender:	Height:
Weight:	Eye Color:	Hair Color:	Social Security #:
Place of Birth			
City:	State:	Country:	
Country of Citizenship:			
If Outside of the U.S.A, Check Appropriate Box:			
Permanent Resident Alien <input type="checkbox"/>	Registered Alien Authorized to Work <input type="checkbox"/> Until (Date):	Non-Immigrant VISA <input type="checkbox"/> #:	Other <input type="checkbox"/> (Please Explain)
Enter Alien Registration # (If Applicable) (9 Digits):			
OR I-94 Arrival/Departure Form # (If Applicable):			
If you are not a citizen of the U.S.A, you must provide one of the following:			
Certificate of Naturalization <input type="checkbox"/>	Certification of Birth Abroad <input type="checkbox"/>	Passport # <input type="checkbox"/>	
Authorized Signatories ONLY			
Badge Type	New Badge <input type="checkbox"/>	Renewal <input type="checkbox"/>	Lost/Stolen/Revoked <input type="checkbox"/>
Badge Access	SIDA <input type="checkbox"/>	Sterile <input type="checkbox"/>	AOA <input type="checkbox"/>
Driving Authority	Non-Movement	Movement <input type="checkbox"/>	None <input type="checkbox"/>
Escort Authority	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
My signature certifies that I have reviewed this application. This individual is an employee or tenant and is eligible to apply for a SAW ID badge.			
Authorized Signatory Signature:			Date:



**INTERNAL BADGING RECORDS FORM  
OFFICIAL OFFICE USE ONLY**

<b>SELECT BADGE TYPE</b>				
SIDA <input type="checkbox"/>		Sterile <input type="checkbox"/>		AOA <input type="checkbox"/>
Escort Authority		Yes <input type="checkbox"/>		No <input type="checkbox"/>
SIDA Door Access		Yes <input type="checkbox"/>		No <input type="checkbox"/>
Airfield Gate Access		Yes <input type="checkbox"/>		No <input type="checkbox"/>
Controlled Door Access		Yes <input type="checkbox"/>		No <input type="checkbox"/>
Airfield Gate Card		Yes <input type="checkbox"/>		No <input type="checkbox"/>
Airfield Gate Key		Yes <input type="checkbox"/>		No <input type="checkbox"/>
<b>Driving Privileges</b>				
Non-Movement <input type="checkbox"/>		Movement <input type="checkbox"/>		None <input type="checkbox"/>
<b>STA Information</b>				
Date Sent:		By:		Date Approved:
Badge #:		Type:		Access Card #:
Key #:		Code #		
I verify that I.D. requirements outlined in Federal Form I-9 List of Acceptable Documents have been met by this applicant.				
Signature (Airport Operator or Designee):				Date:
Criminal History Records Check (CHRC)	Date:	Approved <input type="checkbox"/>	Not-Approved <input type="checkbox"/>	Initials:
Security Threat Assessment (STA)	Date:	Approved <input type="checkbox"/>	Not-Approved <input type="checkbox"/>	Initials:
Security Training (AOA, Sterile, or SIDA)	Date:	Approved <input type="checkbox"/>	Not-Approved <input type="checkbox"/>	Initials:
Driver's Training (Movement)	Date:	Approved <input type="checkbox"/>	Not-Approved <input type="checkbox"/>	Initials:
Driver's Training (Non-Movement)	Date:	Approved <input type="checkbox"/>	Not-Approved <input type="checkbox"/>	Initials:
Badge Issued By:		Date Issued/Renewed:		



Airport Services Center: 125 G Avenue • Gwinn, MI 49841 • [www.sawyerairport.com](http://www.sawyerairport.com)

**APPLICATION FOR FINGERPRINTING  
MANDATORY CRIMINAL HISTORY QUESTIONNAIRE  
AND SECURITY THREAT ASSESSMENT**

Within the last 10 years, have you been convicted or found not guilty by reason of insanity of ANY of the following crimes?

YES

NO

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Forgery of certificates, false marking of aircraft, and other aircraft registration violation; 49 U.S.C.46306.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Interference with air navigation; 49 U.S.C. 46308.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Improper transportation of a hazardous material; 49 U.S.C. 46312.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Aircraft piracy; 49 U.S.C. 46502.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Interference with flight crew members or flight attendants; 49 U.S.C. 46504.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Commission of certain crimes aboard aircraft in flight; 49 U.S.C. 46506.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Carrying a weapon or explosive aboard an aircraft; 49 U.S.C. 46505.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Conveying false information and threats; 49 U.S.C. 46507.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Aircraft piracy outside the special aircraft jurisdiction of the United States; 49 U.S.C. 46502(b).  |
| <input type="checkbox"/> | <input type="checkbox"/> | Lighting violations involving transporting controlled substances; 49 U.S.C. 46315.   |
| <input type="checkbox"/> | <input type="checkbox"/> | 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. |
| <input type="checkbox"/> | <input type="checkbox"/> | Destruction of an aircraft or aircraft facility; 18 U.S.C. 32.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Murder   |
| <input type="checkbox"/> | <input type="checkbox"/> | Assault with intent to murder.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Espionage.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Sedition.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Kidnapping or hostage taking.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Treason.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Rape or aggravated sexual abuse.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Unlawful possession, use, sale, distribution, or manufacture of an explosive or weapon.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Extortion.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Armed or felony unarmed robbery.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Distribution of, or intent to distribute, a controlled substance.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Felony arson.  |

YES

NO

☐☐

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; 18 U.S.C. 37.

☐☐

Conspiracy or attempt to commit any of the criminal acts listed in this paragraph.

#### STATEMENT OF TRUTHFUL ADMISSION

*By signing below, I certify that, 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 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 and 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.)*

*I hereby authorize Sawyer International Airport to take my fingerprints and use them to conduct a Criminal History Records Check.*

Applicant Name (PRINT) \_\_\_\_\_

\_\_\_\_\_  
(Applicant's Signature)

\_\_\_\_\_  
(Date)

#### SOCIAL SECURITY NUMBER VERIFICATION

*A copy of the criminal record received from the FBI will be provided to you if requested by you in writing.*

*I authorize the Social Security Administration to release my Social Security Number and full name to the Transportation Security Administration, Office of Intelligence and Analysis (OIA), Attention: Aviation Programs (TSA-10)/Aviation Worker Program, 601 South 12<sup>th</sup> 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.*

\_\_\_\_\_  
(Applicant's Signature)

\_\_\_\_\_  
(Date)

Applicant SSN and Full Name (PRINT) \_\_\_\_\_



Airport Services Center: 125 G Avenue • Gwinn, MI 49841 • [www.sawyerairport.com](http://www.sawyerairport.com)

## 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 in order to board a flight.

### ***I WILL:***

- Use my badge only in the performance of my official job duties.
- Immediately report any security violations to Airport Administration.
- 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.
- Obey all lawful orders and directions from Airport Administration issued in furtherance of the Airport Security Program or TSA regulations.
- Notify Airport Administration of any name changes or address changes.
- Contact Airport Administration IMMEDIATELY if my badge/proximity card is lost or stolen.

### ***I UNDERSTAND:***

- My badge is the property of the Sawyer International Airport 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 applicable lost badge and/or proximity card fee.
- I must go through a screening checkpoint before boarding a flight for business or pleasure.

*I have read and understand 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.*

*Escort Verification: I acknowledge that I have received the ESCORT designation; and I agree to familiarize myself with current escorting procedures:* \_\_\_\_\_

*(Initial)*

\_\_\_\_\_  
(Applicant's Signature)

\_\_\_\_\_  
(Date)

## LISTS OF ACCEPTABLE DOCUMENTS

**All documents must be UNEXPIRED**

Employees may present one selection for List A  
or a combination of one selection from List B and one selection from List C.

<b>LIST A</b> <b>Documents that Establish</b> <b>Both Identity and</b> <b>Employment Authorization</b>	<b>LIST B</b> <b>Documents that Establish</b> <b>Identity</b>	<b>LIST C</b> <b>Documents that Establish</b> <b>Employment Authorization</b> <b>AND</b>
1. U.S. Passport or U.S. Passport Card	1. Driver's license of 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	1. 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 DHS AUTHORIZATION
2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)	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. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa	3. School ID card with photograph	
4. Employment Authorization Document that contains a photograph (Form I-766)	4. Voter's registration card	
5. For a nonimmigrant alien authorized to work for a specific employer because of his or her status: a. Foreign passport; and b. Form I-94 or Form I-94A that has the following: (1) The same name as the passport; and (2) An endorsement of the alien's nonimmigrant status as long as that period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form.	5. U.S. Military card or draft Record	2. Certification of Birth Abroad issued by the Department of State (Form FS-545)
	6. Military dependent's ID card	3. Certification of Report of Birth issued by the Department of State (Form DS-1350)
	7. U.S. Coast Guard Merchant Mariner Card	4. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal
	8. Native American tribal document	5. Native American tribal document
	9. Driver's license issued by a Canadian government authority	6. U.S. Citizen ID Card (Form I-97)
	<b>For persons under age 18 who are unable to present a document listed above:</b>	
	10. School record or report card	7. Identification Card for Use of Resident Citizen in the United States (Form I-179)
	11. Clinic, doctor, or hospital record	8. Employment authorization document issued by the Department of Homeland Security
	12. Day-care or nursery school record	
6. Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI		

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.

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 (DHS) 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 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.