



BADGE DEPOSIT FORFEIT/REFUND POLICY

REFUND/FORFEIT POLICY

I, _____ an authorized representative or employee,
of _____, understand and agree to the terms set forth regarding the refund
policy for badge deposits.

Upon notification to the Rhode Island T. F. Green International Airport ID Badging Office that access to Rhode Island T. F. Green International Airport is no longer required, I am to **immediately** return all access media to the ID Badging office that is issued to me or any person obtaining a badge through this employer.

I understand that badge deposit fees cannot be expensed and that this agreement supersedes any previous agreement with regard to badge deposits.

I understand badge deposits can be and will be forfeited for any reasons stated below:

- Badges not returned with 30 days of notification that access is no longer required.
- Badges not returned within 30 days of badge expiration date located on the badge.
- Badge deposits **will be** forfeited after 180 days of the badge not being returned.

I understand that TSA will be notified of any individual who fails to return airport issued access media. TSA may also then take enforcement action against an individual's failure to return access media at which time these enforcement actions could subject you or the individual badge holder to civil penalties of up to \$10,000.00 per violation.

If you have any questions please contact the Rhode Island T. F. Green International Airport
ID Badging Office at 401-691-2000 ext. 270 or 256

Signature

Date