



## Security Badging & Fingerprint Application Instructions

Individuals interested in applying for a Rhode Island T. F. Green International Airport (PVD) Security Badge must complete the following instructions:

### SECURITY BADGE INSTRUCTIONS

#### SECURITY BADGE APPLICATION

**SECTION I** - Authorizing Agent (Signatory) completes their section of the application *AFTER THE APPLICANT HAS COMPLETED THEIR INFORMATION*. (The signatory is **not** to sign the application until they have reviewed the applicant has completed their portion in its entirety and that all information is legible.)

- Full Name, Company, Applicants Position.
- Please be sure you complete the required access needed – SIDA/Escorting/Driving.
- Please be sure to initial you have notified the employee of 49 CFP 1540.105(a).
- ***If a contractor, please complete the Sponsor Company, Project and Expiration Date.***
- Please be sure the applicant has an operational need for a badge.

**SECTION II**- This section is only to be completed by Badging Office Officials and/or Federal/State Designated Certified Officials.

**SECTION III** – Privacy Act Statement –Biographical information is shared with The Department of Homeland Security for the purpose of conducting a Security Threat Assessment. This section must be completed in order for the background check to clear – Signature, DOB, SSN, Printed Name, Employer.

**SECTION IV** – Application - Biographical information to be used to conduct the background check.

**SECTION V** – To be completed by General Aviation pilots only.

**SECTION VI** – Receipt & Acknowledgement of receiving badge.

**SECTION VII** – Screening Notice. To be completed by Applicant.

**SECTION VIII** – Applicants Criminal History Records Check

**Part 1** - Please read the entire application and then print, sign and date.

**Part 2** – Please answer the question at the top of the page (highlighted in yellow) and then print, sign and date.