

# NON-SIDA FORM

NEW  
 RENEW

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Other Legal Names (Maiden name, previous married name, alias): \_\_\_\_\_

Street Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Driver License Number: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Place of Birth (State & Country): \_\_\_\_\_ Country of Current Citizenship: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Tie-down # \_\_\_\_\_ Hangar # \_\_\_\_\_

Height	Weight	Hair Color	Eye Color	Sex (M or F)

Employer (even if self employed): \_\_\_\_\_ Job Title: \_\_\_\_\_

Employer Phone: \_\_\_\_\_ Employer Address: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

Emergency Contact Relationship: \_\_\_\_\_ Emergency Phone: \_\_\_\_\_

**For Individuals that are not U.S. Citizens, the following information must be provided:**

Alien Registration Number: \_\_\_\_\_ **or** I-94 Arrival/Departure Form Number: \_\_\_\_\_

**Non-Immigrant Visa holders must provide:**

Visa Control Number: \_\_\_\_\_

**U.S. Citizens born abroad or Naturalized U.S. citizens must provide:**

U.S. Passport Number: \_\_\_\_\_ **or**

Certificate of Naturalization Number (ARN or INS number): \_\_\_\_\_ **or**

Certification of Birth Abroad, Form DS-1350 or 10 digit document number: \_\_\_\_\_

**COMPANY AUTHORIZED SIGNATORY:**

As an Authorized Signatory, I certify the named applicant is an employee at Bellingham International Airport on behalf of our company and has a need for the requested type of identification badge. I agree to notify the Port of Bellingham immediately of the applicants' termination, transfer or retirement, if the applicant no longer meets the requirements for employment eligibility, or should he/she disclose any conviction of any disqualifying criminal offenses. I accept responsibility for retrieving the applicants badge and returning it to the Airport Administration Office once the badge is no longer valid.

Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_

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

## **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 biographical 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 the fingerprints for enrollment into 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 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 the 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 or 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:** 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 a security threat assessment; subsequently, this may affect your ability to obtain airport-issued identification media.

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## **Identification Display and Challenging Responsibilities:**

The Transportation Security Administration's (TSA) Approved Security program for Bellingham International Airport requires each person issued a restricted-area identification badge is made aware of his or her responsibility regarding the privilege of access to restricted areas of the Airport.

All persons within the restricted air operations areas of the Airport are required to display a Port of Bellingham issued or approved identification badge on their person – unless they are specifically exempt for safety reasons. Each Airport tenant employee issued a restricted-area identification badge is responsible for challenging any individual not properly displaying an Airport issued or approved badge. Any person not properly displaying or unable to produce a valid Airport identification badge must immediately be referred to the Port of Bellingham Security for proper handling.

Notifications to Law Enforcement can be accomplished by calling 911



# **Airport Security Badge Holder Responsibilities**

An airport security badge shall be issued to an individual after they successfully complete the application process. Approval to possess a security badge is granted by the Airport Security Coordinator only. This process is specific and exclusive to the individual who has been issued a security badge. The security badge holder must comply with the following security rules or he/she will risk losing the privilege of possessing an airport security identification badge.

- Security badges shall not be transferred from person to person.
- Security badge holders shall maintain possession of his/her badge at all times and not lend their badge to anyone, for any reason.
- Security badge holders may take responsibility for non-badge holders and provide escort into the secure area, but must maintain positive control of the non-badged person at all times.

A violation of these rules may result in revocation of an individual's security badge and loss of security privileges at Bellingham International Airport. The Airport Security Coordinator will have the final determination as to whether or not an individual's privileges will be revoked.

**All security identification badges issued by the Port of Bellingham are the property of the Port and must be returned upon expiration, separation of employment, when job function no longer requires a Port issued security badge, or upon the request of a Port of Bellingham representative. Any misuse of or willful failure to return a Port issued security badge is subject to criminal misdemeanor prosecution.**

I have read, understand and will comply with the above statement.

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Applicant Signature

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Date