



# Killeen – Fort Hood Regional Airport

## Security Identification Media Application Form

**Black Entries:** Completed by Applicant   **Blue Entries:** Completed by Sponsoring Tenant/ Authorized Signatory Official   **Teal Entries:** Completed by Airport Administration

Section 1 – Applicant Information {Please Print or Type All Information}				
Employer:		Date of Hire:	Job Title:	Work Phone:
Name {Last, First, Middle –No Initials}:			Social Security Number:	
Residence Address{Street, City, State, Zip Code}:			Height:	Eye Color:
Home or Cell Phone with Area Code:		Date of Birth:	Weight:	Race:
Driver’s License Number & State:		Driver’s License Expiration Date:		
Place of Birth (City, State, Country):			Citizenship:	
Non-US Country of Birth must provide: US Passport # or Certificate of Naturalization # or Certification of Birth Abroad-Form DS-1350:			Non-US Citizenship must provide: Alien Registration # or I-94 Arrival/Departure Form #:	

**EMAIL ADDRESS:**

### Section 2 – To Be Completed By Sponsoring Tenant/Authorized Signatory Official (Select A or B)

**A. \_\_\_\_\_ Certification – Commercial Airline Operator:**

1. By signing below, I certify that a Criminal History Record Check (CHRC) has been completed on the individual listed above and I further state that there were no disqualifying criminal offenses. I, the Aircraft Operator, am in compliance with Code Section FAR Part 1542.229 of this chapter for the Aircraft Operator’s employees and contractors seeking unescorted access authority. If the Airport Operator accepts a certification from the aircraft operator, the airport operator may not require the aircraft operator to provide a copy of the CHRC.      Reference FBI Case #: \_\_\_\_\_

2. I acknowledge our company’s responsibility for any TSA fines levied against the Killeen-Fort Hood Regional Airport/City of Killeen that is caused by the failure of one of our employees to adhere to the Killeen-Fort Hood Regional Airport Security Program.

3. **Applicant needs Escort Authority:    yes or no (circle one)**

**Print Name of Authorized Signatory Official:** \_\_\_\_\_

**Signature of Authorized Signatory Official:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**B. \_\_\_\_\_ Certification – Other:**

**Other Tenants Requesting SIDA Access:**

1. By signing below I certify that the individual listed above is required SIDA access to the Killeen-Fort Hood Regional Airport to perform functions of their assigned job/contract.

2. **Applicant needs Escort Authority:    yes or no (circle one)**

**Print Name of Authorized Signatory Official:** \_\_\_\_\_

**Signature of Authorized Signatory Official:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>Section 3 – SIDA Certification</b>	<b>Date of SIDA Training:</b>
<p><i>“I certify that the applicant has successfully completed the training indicated above on the date indicated.”</i></p>	
<b>SIDA Instructor’s Name Printed:</b>	<b>SIDA Instructor’s Signature:</b>
<b>Section 4 – CHRC Certification</b>	<b>Reference FBI Case #:</b>
<p><i>“I certify that the applicant has no disqualifying criminal offenses.”</i></p>	
<b>Certification Official’s Name Printed:</b>	<b>Certification Official’s Signature:</b>
<b>Section 5 – Social Security Number Verification</b>	
<p>“I authorize the Social Security Administration to release my Social Security Number and full name to the Transportation Security Administration, Office of Transportation Threat Assessment and Credentialing (TTAC), Attention: Aviation Programs (TSA-19)/Aviation Worker Program, 601 South 12<sup>th</sup> Street, Arlington, VA 22202. 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.”</p>	
_____	_____
<b>Print Full Name</b>	<b>Signature</b>
_____	_____
<b>Date of Birth</b>	<b>Social Security Number</b>
<b>Section 6 – Privacy Act Notice</b>	
<p><b>Authority:</b> 49 U.S.C. §§114, 44936 authorizes the collection of this information.  <b>Purpose:</b> The Department of Homeland Security (DHS) will use the biographical information to conduct a Security Threat Assessment (STA) and will forward any fingerprint information to the Federal Bureau of Investigation to conduct a criminal history records check of individuals who are applying for, or who hold, an airport-issued identification media or who are applying to become a Trusted Agent of the airport operator. DHS will also transmit the fingerprints for enrollment into the 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’s records to ensure the validity of your name and SSN.  <b>Routine Uses:</b> This information may be shared 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 Transportation-Security Threat Assessment System (T-STAS), DHS/TSA 002.  <b>Disclosure:</b> 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 identification media.</p>	
<b>Section 7 – Applicants Certification</b>	
<p><b>“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 will result in my access privileges being revoked and can be punished by fine or imprisonment or both.” (See Section 1001 of Title 18 of the United States Code.)</b></p> <p><b>“I acknowledge I have read and understand Section 4-Social Security Number Verification, Section 5-Privacy Act Notice, and Section 6-Applicants Certification.”</b></p>	
_____	_____
<b>Signature of Applicant</b>	<b>Date</b>

**Section 8 – Identity and Employment Eligibility**

**LISTS OF ACCEPTABLE DOCUMENTS**

**All documents must be UNEXPIRED**

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

<b>LIST A</b> Documents that Establish Both Identity and Employment Authorization	<b>OR</b>	<b>LIST B</b> Documents that Establish Identity	<b>AND</b>	<b>LIST C</b> Documents that Establish Employment Authorization	
<ol style="list-style-type: none"> <li>1. U.S. Passport or U.S. Passport Card</li> <li>2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)</li> <li>3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa</li> <li>4. Employment Authorization Document that contains a photograph (Form I-766)</li> <li>5. For a nonimmigrant alien authorized to work for a specific employer because of his or her status:                             <ol style="list-style-type: none"> <li>a. Foreign passport; and</li> <li>b. Form I-94 or Form I-94A that has the following:                                     <ol style="list-style-type: none"> <li>(1) The same name as the passport; and</li> <li>(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.</li> </ol> </li> </ol> </li> <li>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</li> </ol>	<b>OR</b>	<ol style="list-style-type: none"> <li>1. Driver's license or 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</li> <li>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</li> <li>3. School ID card with a photograph</li> <li>4. Voter's registration card</li> <li>5. U.S. Military card or draft record</li> <li>6. Military dependent's ID card</li> <li>7. U.S. Coast Guard Merchant Mariner Card</li> <li>8. Native American tribal document</li> <li>9. Driver's license issued by a Canadian government authority</li> </ol>	<b>AND</b>	<ol style="list-style-type: none"> <li>1. A Social Security Account Number card, unless the card includes one of the following restrictions:                             <ol style="list-style-type: none"> <li>(1) NOT VALID FOR EMPLOYMENT</li> <li>(2) VALID FOR WORK ONLY WITH INS AUTHORIZATION</li> <li>(3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION</li> </ol> </li> <li>2. Certification of Birth Abroad issued by the Department of State (Form FS-545)</li> <li>3. Certification of Report of Birth issued by the Department of State (Form DS-1350)</li> <li>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</li> <li>5. Native American tribal document</li> <li>6. U.S. Citizen ID Card (Form I-197)</li> <li>7. Identification Card for Use of Resident Citizen in the United States (Form I-179)</li> <li>8. Employment authorization document issued by the Department of Homeland Security</li> </ol>	
	<b>For persons under age 18 who are unable to present a document listed above:</b>		<ol style="list-style-type: none"> <li>10. School record or report card</li> <li>11. Clinic, doctor, or hospital record</li> <li>12. Day-care or nursery school record</li> </ol>		

\*\*\*SECTION BELOW FOR SECURITY AND ID OFFICE USE ONLY\*\*\*

Copies made and documents verified by (Signature of Trusted Agent)

Date

Badge issued by (Signature of Trusted Agent)

Date

**Section 9 – Criminal History Citation / Crime Form**  
**(Must be completed for all initial and renewal applications)**

An individual has a disqualifying offense if the individual has been convicted of, or found not guilty of by reason of insanity, any of the disqualifying crimes listed in this paragraph in any jurisdiction during the 10 years before the date of the individual's application of unescorted access authority, or while the individual has unescorted access authority. The disqualifying criminal offenses are as follows:

1	Forgery of certificates, false marking of aircraft, and other aircraft registration violations 49 U.S.C. 46306	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2	Interference with air navigation 49 U.S.C. 46308	<input type="checkbox"/>	<input type="checkbox"/>
3	Improper transportation of hazardous material 49 U.S.C. 46312	<input type="checkbox"/>	<input type="checkbox"/>
4	Aircraft piracy 49 U.S.C. 46502	<input type="checkbox"/>	<input type="checkbox"/>
5	Interference with flight crew member or flight attendants 49 U.S.C. 46504	<input type="checkbox"/>	<input type="checkbox"/>
6	Commission of certain crimes aboard aircraft in flight 49 U.S.C. 46506	<input type="checkbox"/>	<input type="checkbox"/>
7	Carrying a weapon or explosive aboard aircraft 49 U.S.C. 46505	<input type="checkbox"/>	<input type="checkbox"/>
8	Conveying false information and threats 49 U.S.C. 46507	<input type="checkbox"/>	<input type="checkbox"/>
9	Aircraft piracy outside the special aircraft jurisdiction of the United States 49 U.S.C. 46502(b)	<input type="checkbox"/>	<input type="checkbox"/>
10	Lighting violations involving transporting controlled substances 49 U.S.C. 46315	<input type="checkbox"/>	<input type="checkbox"/>
11	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"/>
12	Destruction of an aircraft or aircraft facility 18 U.S.C. 32	<input type="checkbox"/>	<input type="checkbox"/>
13	Murder	<input type="checkbox"/>	<input type="checkbox"/>
14	Assault with intent to murder	<input type="checkbox"/>	<input type="checkbox"/>
15	Espionage	<input type="checkbox"/>	<input type="checkbox"/>
16	Sedition	<input type="checkbox"/>	<input type="checkbox"/>
17	Kidnapping or hostage taking	<input type="checkbox"/>	<input type="checkbox"/>
18	Treason	<input type="checkbox"/>	<input type="checkbox"/>

19	Rape or aggravated sexual abuse	Yes <input type="checkbox"/>	No <input type="checkbox"/>
20	Unlawful possession, use, sale, distribution or manufacture of an explosive or weapon	<input type="checkbox"/>	<input type="checkbox"/>
21	Extortion	<input type="checkbox"/>	<input type="checkbox"/>
22	Armed or felony unarmed robbery	<input type="checkbox"/>	<input type="checkbox"/>
23	Distribution of, or intent to distribute, a controlled substance	<input type="checkbox"/>	<input type="checkbox"/>
24	Felony arson	<input type="checkbox"/>	<input type="checkbox"/>
25	Felony involving a threat	<input type="checkbox"/>	<input type="checkbox"/>
26	Felony involving willful destruction of property	<input type="checkbox"/>	<input type="checkbox"/>
27	Felony involving importation or manufacture of a controlled substance	<input type="checkbox"/>	<input type="checkbox"/>
28	Felony involving burglary	<input type="checkbox"/>	<input type="checkbox"/>
29	Felony involving theft	<input type="checkbox"/>	<input type="checkbox"/>
30	Felony involving dishonesty, fraud, or misrepresentation	<input type="checkbox"/>	<input type="checkbox"/>
31	Felony involving possession or distribution of stolen property	<input type="checkbox"/>	<input type="checkbox"/>
32	Felony involving aggravated assault	<input type="checkbox"/>	<input type="checkbox"/>
33	Felony involving bribery	<input type="checkbox"/>	<input type="checkbox"/>
34	Felony involving illegal possession of a controlled substance punishable by a maximum term of imprisonment of more than 1 year	<input type="checkbox"/>	<input type="checkbox"/>
35	Violence at international airports, 18 U.S.C. 37	<input type="checkbox"/>	<input type="checkbox"/>
36	Conspiracy or attempt to commit any of the criminal acts listed on this page	<input type="checkbox"/>	<input type="checkbox"/>

By signing below, I certify that I do not have any of the above listed disqualifying criminal offenses.

Also signing below indicates my understanding that I have a continuing obligation under Title 49, CFR, Parts 1542.209 and 1544.229 to disclose to the airport operator within 24 hours if I plead guilty or nolo contendere ("no contest") to, have an adjudication withheld, have been convicted or found not guilty by reason of insanity to any of the disqualifying crimes listed on this application or the federal security regulations.

Also signing below indicates 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 United States Code.)

PRINT NAME

SIGNATURE

DATE

**Section 10 – Unescorted Access Terms and Conditions**

- This Airport Access Identification Badge is issued for my Individual Use Only and I will not under any conditions allow another individual to use it.
- This Airport Access Identification Badge remains the property of Killeen-Fort Hood Regional Airport (KFHRA) and Must Be Returned to the Airport Security Coordinator or their designee upon demand, resignation, termination or at any time it is no longer required.
- If this Airport Access Identification Badge is lost or stolen, I will immediately notify Airport Operations at 254.501-8750.
- I understand that any violation of the KFHRA operations or security rules and regulations, Transportation Security Administration (TSA) Security Regulations, Federal, State, and Local Laws, may result in the suspension, revocation, and/or denial of this Airport Access Identification Badge.
- I understand and agree to properly display this Airport Access Identification Badge while in a Secured/SIDA Area.
- I agree to challenge all suspicious persons or any person not displaying proper identification while in the secured and restricted areas of the airport and agree to submit for inspection my Airport Access Identification Badge to any properly badged individual upon request.
- I will remain at all Secured/SIDA Area gates until they are fully closed.
- I agree that I will not “piggyback” through any designated door or gate and will not allow anyone else to “piggyback” behind me.
- I understand that replacement of any lost or stolen badge will result in a non-refundable payment of \$40.00 before an additional badge will be issued. Numerous lost badges could result in my inability to be issued an Airport Access Identification Badge.
- I agree to report any suspicious activity observed on KFHRA property to Airport Operations or local law enforcement.
- I agree to comply with all KFHRA Escort Procedures.
- I agree to secure my Airport Access Identification Badge in a safe location when I am not on duty in order to prevent theft.
- I agree to and understand that failure to return this Airport Access Identification Badge upon expiration, resignation, termination, or at any time that the identification badge is no longer needed may result in criminal and/or civil fines.
- I have successfully completed and understand all training required to receive this Airport Access Identification Badge. I also agree to and understand all of the above terms and conditions associated with issuance of this Airport Identification Access Badge.

NAME (PRINTED) \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

**Section 11 - To Be Completed by Airport Administration ONLY**

<b>Initial Badge #</b>	<b>Access Areas:</b> <input type="checkbox"/> SIDA <input type="checkbox"/> SIDA-E <input type="checkbox"/> Sterile Area	<b>Initial Issue Expiration Date:</b>		
<b>Airport Access Identification Badge Issued by:</b>				
<i>Signature:</i>			<i>Date:</i>	
<b><u>Renewal</u> Badge Reissue Date:</b>	<b>Badge #</b>	<b>Issued by:</b>	<b>New Expiration Date:</b>	
<b><u>Renewal</u> Badge Reissue Date:</b>	<b>Badge #</b>	<b>Issued by:</b>	<b>New Expiration Date:</b>	
<b><u>Lost</u> Badge Reissue Date:</b>	<b>Badge #</b>	<b>Issued by:</b>	<b>New Expiration Date:</b>	
<b><u>Lost</u> Badge Reissue Date:</b>	<b>Badge #</b>	<b>Issued by:</b>	<b>New Expiration Date:</b>	
<b><u>Damaged</u> Badge Reissue Date:</b>	<b>Badge #</b>	<b>Issued by:</b>	<b>New Expiration Date:</b>	
<b><u>Damaged</u> Badge Reissue Date:</b>	<b>Badge #</b>	<b>Issued by:</b>	<b>New Expiration Date:</b>	
<b>Badge Returned:</b>	<b>Badge #</b>	<b>Return Date/Initials:</b>	<b>Destroyed Date:</b>	<b>Destroyed by:</b>