

COMPANY INFORMATION/SIGNATORY AUTHORITY FILE FORM

Please check one: **New Company** **Change of Signatory Authority** **Secondary Authority**

COMPANY NAME: _____ (please print clearly)

SIGNATORY AUTHORITY'S NAME: _____ (please print clearly)

Company Mailing Address: _____

Phone: _____ Fax: _____

Email address: _____

SPONSORING AIRPORT TENANT: _____

(must provide sponsorship letter from DOA, City of Atlanta, airline/tenant, or government agency)

My signature below certifies that I am the signatory authority of the above company for the issuance of Security Identification Badges and Vehicle Access Permits. My signature also certifies that I have completed and understand the requisite Signatory Authority training. I clearly understand my responsibilities as a signatory authority.

Signatory Authority Signature: _____ **Date:** _____

NOTE: Contact information must be completed. Any changes must be forwarded to the Security Office in writing at Securityid@atlanta-airport.com.

----- STOP HERE. DO NOT WRITE BELOW THIS LINE. FOR SECURITY OFFICE USE ONLY -----

PAYMENT METHOD: Payment in Office Company Billing Complimentary
(Cash, Money Orders, or Company Checks only) (Airline)

Insurance: _____

Sponsorship: _____

SIDA Badge: Airline (Green) ____ Concession (Red) ____ Contractor (Brown) ____ Government (Blue) ____

NON-SIDA Badge: Concourse/Sterile Area Only (White) ____

PUBLIC Badge: Airport Perimeter/Outside of AOA/SIDA (Black) ____

Vehicle Permits: _____ **GATES:** _____

Badge Expiration: BD1Y BD2Y Project Expiration
(1 year max) (2 year max) (1 year max)

Fingerprint CHRC: Airport Airline Government/Law Enforcement

DOA System Administrator: _____ **DATE:** _____