

SIDA BADGE APPLICATION – INSTRUCTIONS

SECTION 1: (To be completed by Applicant)

- **Biographical Information**
 - Name, address, DOB, SSN, employer, phone#, weight, height, gender, etc.
- **Privacy Act Notice**
 - Explains how the information provided on the application is used.
- **Applicant Certification**
 - Certification that you are not making any misrepresentations on the application.
- **Social Security Number Authorization**
 - Authorizes the Social Security Administration to release your social security number to TSA for verification purposes.
- **Criminal History**
 - Mark the appropriate box if you have or have not been convicted of a crime listed on Exhibit A. (See Exhibit A)
- **Security Responsibility Agreement**
 - States that you must report any lost badge.
 - Your acknowledgment of the airport security procedures. (See Exhibit B)

SECTION 2: (To be completed by Authorized Signatory)

This section will be completed by the Authorized Signatory for your organization. If you are unsure of your company's Authorized Signatory, contact the Badging Office at: 256-258-1240.

- Review biographical information
- Review two forms of identification
- Approve badge application form

SECTION 3: (To be completed by HMCAA)

- Fingerprints Submission
- CHRC Approval
- STA Submission
- STA Approval
- ASC Review/Approval