



# AIRPORT ID ACCESS HISTORY FORM

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

Authorized Signatory Name (First and Last Name): \_\_\_\_\_

Authorized Signatory contact phone number & e-mail: \_\_\_\_\_

Authorized Signatory company name: \_\_\_\_\_

Who will receive this information, if other than the requestor? \_\_\_\_\_

### Request

Individual's legal name and Airport ID badge number: \_\_\_\_\_

Provide the dates for the report request: \_\_\_\_\_

Airport ID Access History contains SSI material and must be controlled under 49CFR Parts 15 and 1520. Unauthorized release may result in civil penalty or other action. The security system is designed for access control and is not in and of itself a validation of attendance, leave, or pay. Cost per request is \$0.00 per person per month with a minimum charge of \$0.00. Reports will be electronically provided to a designated Authorized Signatory or senior company manager only. Requests for a printed copy of an individual's Airport ID Access History will be an additional fee of 0 Cents per printed page.

The Mojave Air and Space Port reserves the right not to issue Airport ID Access history at any time. The airport security Office may only be able to retrieve and provide the last 6 concurrent calendar months from the present date. The security system is designed for access control only and is not in and of itself a validation of attendance, leave, or pay. Use of badge records is NOT recommended as an effective tool for attendance or leave accounting.

Purpose of request of Airport ID Access history:

For Mojave Air and Space Port Use Only:

Airport ID Access History Report

Exported/Printed by: \_\_\_\_\_

Review and Approval Routing:

Airport Security Review: RELEASE APPROVED: YES / NO DATE: \_\_\_\_\_

Cost Request:

NOTES:

Return form to: FAX 661-824-2914 / email chris@mojaveairport.com