Denver International Airport
8500 Peña Blvd
Denver, Colorado 80249
Phone: 303-342-4300
www.flydenver.com

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 (Start & End MM/DD/YY): _____

Airport ID Access History contains SSI material and must be controlled under 49 CFR 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 $5.00 per person per month with a minimum charge of $10.00. 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 .25 cents per printed page.

The City and County of Denver 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 for request of Airport ID Access history:

For Denver International Airport 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 303-342-4319 / email Sarah.Mares@flydenver.com