

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:
rport Security Review: RELEASE APPROVED: YES / NO DATE: Cost Request:
OTES:

Return form to: FAX 303-342-4319 / email Diane.Jurado@flydenver.com