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|  Application for Contractor ID Pass  |
| * Contractor ID Passes will only be issued to employees who have a legitimate operational need under their terms of employment, and access will only be given to the relevant work areas.
* This application form and any supporting documentation such as personal ID, and training or competency certification must be submitted in advance of the Contractor / Visitor ID Pass being issued for verification.
* Contractor ID Passes will NOT be issued without the completion of this application form IN FULL.
 |
| Section 1 Type of Pass Required |
| *Please select the type of ID Pass required and indicate whether you are a Visitor or a Contractor:***Date of Birth:** |
| **Initial Contractor ID Pass** |  | **Replacement ID Pass** |  |
| **Contractor** |  | **Visitor** |  |
| Section 2 Applicant Information |
| **Title: Mr / Mrs / Miss / Ms / other:** |  | **First Name:** |  |
| **Surname:** |  | **Date of Birth:** |  |
| **Current Occupation:** |  | **Contact Number:** |  |
| Section 3 Employer Information |
| **Current Employer:** |  |
| **Employer Address:** |  |
| **Postcode:**  |  | **Company Business:**  |  |
| **Phone:** |  | **e-mail:** |  | **Fax:** |  |
| Section 4 Airport Contact Information |
| **Airport Contact Name:** |  | **Contact’s Number:**  |  |
| **Airport Contact Company:** |  | **Contact’s Department:**  |  |
| Section 5 Work Area Details |
| *Please indicate which areas of Glasgow Airport you will require access to:* |
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| --- | --- | --- | --- | --- | --- |
| **Airfield Areas** |  | **Airport Landside Areas** |  | **Airport Airside Areas** |  |
| **Aprons / Taxiways Areas** |  | **ATC / NATS Buildings** |  | **Fire Station / MT Building** |  |

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| Section 6 Work Category Details |
| *Please indicate the work category that you will operate within:* |
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| --- | --- | --- | --- | --- | --- |
| **Retail** |  | **Projects** |  | **Civils** |  |
| **Property** |  | **IT** |  | **Operations** |  |
| **Engineering** |  | **Security** |  | **Fire Service** |  |
| **Terminal** |  | **Customer Service** |  | **Environmental** |  |

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| Section 7 Work Validity Period |
| *Please indicate how long you anticipate to be working at Glasgow Airport:* |
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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Long Term** |  | **Short Term** |  | **Term Contractor** |  | **Day** |  |

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| Important - Please Note - The following declaration is to be completed by the applicant only.* I acknowledge that if I lose, mislay or damage my Contractor ID Pass, I will report this to the Control of Contractors Office at Glasgow Airport. I also undertake that, in accordance with Glasgow Airport procedures and regulations, my Contractor ID Pass will be worn at all times while working and that I will return it when my work is complete at the airport or upon expiry of the pass.
* I also acknowledge that by signing this form, I have indicated that I have understood the contents of the Control of Contractors airport safety briefing that I have received before the issue of my Contractors ID Pass.
 |
| **Signature of Applicant:** |  | **Date:** |  |
| **For Glasgow Airport Use Only** |
| *Evidence shown*  | Passport [ ]   | Photo Drivers Licence [ ]   | Photo Company ID [ ]   | National ID Card [ ]   |
| *as proof of ID:* | Other [ ]  | State Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| *Evidence shown* | CSCS [ ]   | Gas Safe [ ]   | JIB (SNIJIB) [ ]   | IPAF [ ]   |
| *as proof of skills* | SCORE [ ]   | CPCS [ ]   | PASMA [ ]   | FGAS [ ]  |
| *& competency:* | Other [ ]  | State Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| *Authorised By:* |  | *Date:* |  | *Pass No.:* |  |