

**Airport Identification Card request form**

At kindly attention of Airgest SpA – Pass Office	<b>Pass Person</b>	<input type="radio"/> TIA (FINAL)	<input type="radio"/> TIV (VISITOR)
Delivery date documentation:	<input type="radio"/> Release	<input type="radio"/> Renewal	<input type="radio"/> Modification
Organization / Operator Airport referent:	<input type="radio"/> Duplicate		
Surname and First Name:	<b>Pass Vehicle</b>	<input type="radio"/> PERMANENT	<input type="radio"/> TEMPORARY
Title/Position:	<input type="radio"/> Release	<input type="radio"/> Renewal	<input type="radio"/> Modification
		<input type="radio"/> Duplicate	

**Personal data (to be completed by applicant Company / Institution)**

Surname and first name:	as:	<input type="radio"/> Legal Representative	<input type="radio"/> Employer
of applicant Air Carrier/Company:	registered office at:		
Air Carrier/Company address:	VAT reference number (or company registration number):		
e-mail address:	Phone:	Mobile:	
requires the issuance of Airport Identification Card in favor of: (surname and first name of holder)			
Date of birth:	Place of birth:	Tax code/Insurance n°	
employed by applicant Air Carrier/Company/Entity with the duty of:			
in order to performer the following activities:			
<b>Introduction of prohibited articles</b> (ref. UE Reg. 1998/2015) <input type="radio"/> NO <input type="radio"/> YES GROUP <b> A B C D </b>			
<b>Escorted access:</b> <input type="radio"/> NO <input type="radio"/> YES		Surname and first name of escort	
<b>Airport Drive Certificate:</b> <input type="radio"/> NO <input type="radio"/> A <input type="radio"/> R		Airport Identification card n°	

**Vehicles registration (to be completed by applicant Company / Institution)**

It's required release of airport vehicle pass for (specify vehicle type):		
Colour:	License plate or serial number:	Registered to:
Used by the air Carrier/Company in order to performer the following duties:		
Entry with leader car: <input type="radio"/> NO <input type="radio"/> YES Authority / Airport operator that provides the basis:		

**Airport areas to take an interest in the course of carrying out specified activities**

(to be completed by the Authority / Airport operator referent)

<input type="radio"/> 1. All areas	<input type="radio"/> 2. Indoor area or areas of critical parts	<input type="radio"/> 3. Processing and handling baggage (BHS)
<input type="radio"/> 4. Cargo areas	<input type="radio"/> 5. AIRCRAFTS and their surroundings	<input type="radio"/> 6. APRON
		<input type="radio"/> 7. MANEUVERING AREA (runway, joints and strip)

**NOTES** (to report to clear the front of the card) \_\_\_\_\_

Indicate the period for which authorization is sought access to (only for visitor pass, to be indicated the single day)

From: \_\_\_\_\_ to: \_\_\_\_\_ and from (hour): \_\_\_\_\_ until (hour): \_\_\_\_\_

From: \_\_\_\_\_ to: \_\_\_\_\_ and from (hour): \_\_\_\_\_ until (hour): \_\_\_\_\_

Signature of requesting the Pass: \_\_\_\_\_

Signature of the employer / applicant's legal representative: \_\_\_\_\_

(edited by AIRGEST SpA-Pass Office)

PROTOCOLLO n°

DATA PRATICA

## Airport Identification Card request form

**TYPE OF AIRPORT IDENTIFICATION CARD:**

FINAL	TEMPORARY
<p><b>Enclose and tick the boxes below</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> N°2 passport photos (JPG version)</li> <li><input type="checkbox"/> Payment receipt of the cost of request</li> <li><input type="checkbox"/> Front and back copy of a valid identity document of the applicant</li> <li><input type="checkbox"/> Front and back copy of a valid identity document of the person that is required to allow access to (Airport Identification Card's holder)</li> <li><input type="checkbox"/> Tax code copy of the subject for which authorization is requested (Airport Identification Card's holder)</li> <li><input type="checkbox"/> Copy of certificate of Airport Security training course</li> <li><input type="checkbox"/> Copy of certificate of Airport Safety training course</li> <li><input type="checkbox"/> Copy of certificate of "Persons at Reduced Mobility" training course</li> <li><input type="checkbox"/> Statement in Lieu of Certification Company (about working regulating contract /pending proceedings)</li> </ul> <p><b>Attach and tick the boxes below (for all companies of Private Law and freelancers)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Copy of the CCAA certificate valid showing the word "antimafia" and historical and bankruptcy state of the Company</li> <li><input type="checkbox"/> Certified copy of the certificate issued by the Civil Aviation Authority certifying the eligibility to operate</li> </ul>	<p><b>Enclose and tick the boxes below</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Payment receipt of the cost of request</li> <li><input type="checkbox"/> Front and back copy of a valid identity document of the applicant</li> <li><input type="checkbox"/> Front and back copy of a valid identity document of the person that is required to allow access to (Airport Identification Card's holder)</li> <li><input type="checkbox"/> Tax code copy of the subject for which authorization is requested (Airport Identification Card's holder)</li> <li><input type="checkbox"/> Statement in Lieu of Certification Company (about working regulating contract/pending proceedings) –</li> </ul>
DUPLICATE	MODIFICATION DATA
<p><b>Enclose and tick the boxes below</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Payment receipt of the cost of request</li> <li><input type="checkbox"/> Copy of the loss report</li> </ul> <p><b>And ONLY in case of damage</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Damaged Airport Identification Card</li> <li><input type="checkbox"/> Front and back copy of a valid identity document of the applicant</li> <li><input type="checkbox"/> Tax code copy of the subject for which authorization is requested (Airport Identification Card's holder)</li> <li><input type="checkbox"/> Statement in Lieu of Certification Company (about working regulating contract /pending proceedings)</li> </ul>	<p><b>Enclose and tick the boxes below</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Payment receipt of the cost of request</li> <li><input type="checkbox"/> Front and back copy of Airport Identification Card of which it's required modification data</li> <li><input type="checkbox"/> Front and back copy of a valid identity document of the applicant</li> <li><input type="checkbox"/> Statement in Lieu of Certification Company (about working regulating contract/pending proceedings)</li> </ul>
AUTHORIZATION FOR VEHICLES	
<p><b>Enclose and tick the boxes below</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Payment receipt of the cost of request</li> <li><input type="checkbox"/> Front and back copy of a valid identity document of the applicant</li> <li><input type="checkbox"/> Front and back copy of the vehicle registration</li> <li><input type="checkbox"/> Airport Drive License Copy – TYPE A <input type="checkbox"/> TYPE R <input type="checkbox"/></li> <li><input type="checkbox"/> Front and back copy of the insurance car coupon (or insurance contract copy showing the extension of validity in Airside)</li> <li><input type="checkbox"/> Front and back copy of the title deed (or leasing/rental agreement of vehicle)</li> <li><input type="checkbox"/> Statement in Lieu of Certification Company (about working regulating contract/pending proceedings)</li> </ul> <p><b>Enclose and tick the boxes below (only for Airport operators according ENAC rule APT-2B)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Copy in accordance with original certificate issued by ENAC attesting the suitability of the vehicle to operate</li> <li><input type="checkbox"/> Testing of vehicle issued by Airport Authority</li> </ul>	

<p><i>(Date and signature of the employer / Legal representative of the applicant / Responsible for proper execution, for approval)</i></p>	<p><i>(Stamp and signature of the Legal representative or delegated of Company airport representative)</i></p>
---	--

In relation to the information provided to me by Airgest SpA, published on the website [www.airgest.it](http://www.airgest.it), which I declare to have read and understood in relation to the purposes of the processing of personal data by Airgest itself, connected to the issue of access to the airport areas and to the provision of the service as a whole

I AGREE TO DATA PROCESSING     I DO NOT AGREE TO DATA PROCESSING

The undersigned also declares that he is aware of the rights recognized by Article 15 of Article 22 of the GDPR and of what is provided for under EU Regulation 2016/679 regarding the use, communication or unauthorized disclosure of personal data.

Date and signature.....

*(edited by AIRGEST SpA-Pass Office)*

PROTOCOLLO n°	DATA PRATICA
---------------	--------------