

CHARLOTTE DOUGLAS INTERNATIONAL AIRPORT

Compliance Agreement (rev 08/2023)

Company: _____

Address: _____

Phone: _____ **E-mail:** _____

Each company or organization requesting access media (badges) for employees will be required to have a need for unescorted access and have a direct business relationship with Charlotte Douglas International Airport ("CLT") Airport. Direct business relationship with CLT can include a contract or sub-contract, sponsorship, or a lease. Each company or organization requesting badges at CLT will be provided a badging billing agreement number and agrees to promptly inform CLT of any changes related to their business relationships that could impact badging requirements.

The undersigned, certify that the above-named company or organization will remain in compliance with the requirements of The Transportation Security Administration and CLT and summarized as follows:

1. As required by 49 CFR 1542 and 1544, with limited exceptions, each applicant for an airport issued badge will be required to submit information for a Security Threat Assessment (STA) and a fingerprint based Criminal History Records Check (CHRC). An approved CHRC and STA as well as applicable regulatory training, acknowledgement of the Privacy Act disclosure, agreement to comply with CLT Security Standards and completion of the disqualifying criminal offense disclosure are all requirements prior to badge issuance.
2. The identity and work authorization of each new and renewal badge applicant must be verified utilizing two forms of identification. One form of identification must include a photo. Additional information is available regarding acceptable IDs at cltairport.com/business/credentialing.
3. Designate at least two Authorized Signatories (AS). The AS will be required to maintain annual training requirements, be actively badged and will have online access to enter applicant data into the airport Identification Management System (IDMS). Access to IDMS will be unique to each AS and cannot be shared. The AS will be responsible for submitting timely and accurate data.
4. Each company or organization must ensure their applicants and employees are aware of and abide by the requirements found in 49 CFR 1542 as well as the CLT Security Standards. Failure to comply with these regulations and other CLT Security Standards can interrupt, suspend, or permanently revoke Airport Issued Badges for all employees of the organization, result in assessed penalty fees, and expose the company or organization to civil penalties assessed by the TSA or other regulatory entities.
5. All airport issued access media are TSA accountable and are required to be returned to Credentialing upon an employee's separation from employment or upon request from proper authority. All companies and organizations regardless of billing status will be assessed an unreturned badge fee for all lost or otherwise unaccounted for badges.

Name (please print or type)

Signature

Title

Date