



HUNTSVILLE INTERNATIONAL AIRPORT LOST / STOLEN / TERMINATION FORM

NOTICE OF BADGE DEACTIVATION

I hereby notify the Airport Security Coordinator for the Huntsville International Airport of a lost, stolen or terminated badge. Please deactivate all access privileges immediately for:

Badgeholder Name: _____

Badge Number: _____ Terminated Lost Stolen

Company Name or Hangar #: _____

Date Badging Office Notified: _____

Method of Notification (Check one) Telephone In writing In person

Termination Date: _____

Badge Return Date: _____

Lost Badge Fee (\$60 Nonrefundable): Payable by Company Payable by Employee

AUTHORIZED SIGNATORY ACKNOWLEDGMENT

I acknowledge and fully understand that Authorized Signatories are required to contact the Airport Security Coordinator for the Huntsville International Airport immediately upon a lost, stolen or terminated badge. I also understand that I must return the badge to the Badging & Security Office within 24-hours of termination.

(Print) Authorized Signatory (Sign) Authorized Signatory Date

49 USC 46301 (a) (6) FAILURE TO COLLECT AIRPORT SECURITY BADGES. Any employer who employs an employee to whom an airport security badge or other identifier used to obtain access to a secure area of an airport who does not collect or make reasonable efforts to collect such badge from the employee on the date that the employment of the employee is terminated and does not notify the operator of the airport of such termination within 24 hours of the date of such termination shall be liable to the Government for a civil penalty not to exceed \$10,000.

HMCAA ADMINISTRATION USE ONLY

- Upon notification, disable/deactivate badge in C*Cure System
- Upon badge return, terminate badge in C*Cure System
- Notify TSA if employer fails to notify Huntsville International Airport and return the badge to the Badging & Security Office within 24 hours of termination.
 - Date TSA Notified: _____ TSA Inspector Notified: _____

Trusted Agent: _____ Date: _____