

Air Key Application Form

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A Queensland Airports Limited Company

The fee applicable is **\$100.00** per Air Key payable at the time of application lodgement.
(Includes a \$50.00 refundable deposit, refunded when the Air Key is returned in good working order.)

Completing the Form

1. Applicant completes Part A & E.
2. Employer completes Part B.
3. TAPL ensures parts A, B & E are completed correctly, enrolls applicant into the security test.
4. On passing the test, TAPL codes & issues the Card using the applicant's ASIC expiry date.
5. TAPL completes the Parts C-D
6. **TAPL or Applicant places the Applicant's ASIC in this box and scans/saves an electronic copy.**
7. Part F to be completed on surrender.
8. Company will automatically be invoiced if they do not select otherwise

Part A – Applicant Details *Completed by the applicant*

Surname: _____

Given Name(s): _____

Contact: Home _____ Work _____ Mobile _____

Address: _____

ASIC Number: _____ **Expiry:** _____ TSV AUS

I acknowledge that I have read and understood the Townsville Airport Security Guide and the attached Conditions of Use.

Signature: _____ **Date:** / /

Part B – Employer Declaration *Authorising person must be registered with and approved by Townsville Airport Pty Ltd*

I _____ of _____
Full Name Organisation / Company

_____ Employer Physical (Street) Address

_____ Work Phone _____ Email

confirm that the applicant details are correct and request that an Air Key be issued for the areas as indicated below.
 I undertake to notify Townsville Airport Pty Ltd of any changes, and to recover and return the Air Key prior to the applicant leaving our employment or transferring to a position which does not require the retention of the Air Key.
 I confirm that the applicant company will pay the Air Key application fee.

Access Information: *Please tick all areas, frequency and reason for access by the applicant*

Areas	Daily	Weekly	Monthly	N/A	Reason for access requirement
TAPL Admin Compound	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
TAPL Asset Compound	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Crash Gate One (1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Crash Gate Two (2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
NAACEX Vehicle Gate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Signature: _____ **Date:** / /

Part C – Access and Payment Details *Townsville Airport Pty Ltd Office Use Only*

Security Induction Test Passed: / / **Result:** % **Attempts:** _____

New Renewal Replacement *as card was* Lost *Stolen – Stat Dec *Broken – Return

User Group/s: _____ **User No.:** _____ **Expiry:** / / **Coded By:** _____ **Issued:** / /

Payment Type Cash Credit Card Cheque **Rcpt No.:** _____ **Adv No.:** _____ **Total:** _____

From: Applicant Employer **For:** Deposit Application Replacement

Invoice Request: Deposit Application Replacement / /

