

Form 7 - Application for the Reinstatement of a Full Identity Pass



Please Send This to:

<p style="text-align: center;">By post to: ID Security Department, BAA Business Support Centre, Carlson House, Mossland Road, Hillington, Glasgow G52 4XZ</p>	<p style="text-align: center;">By email to: ID_Securityforms@baa.com</p>	<p style="text-align: center;">By fax to: to: 0141 570 4222</p>
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To knowingly give false information in connection with an ID pass, by the Authorised Signatory, trained interviewer, ID pass applicant or anyone providing references for the pass applicant, is an offence under the Aviation Security Act 1982 as amended by the Aviation and Maritime Security Act 1990.

An ID pass will automatically be “parked” (suspended from use) by the BAA access control system if it has not been used by the pass-holder within a period of 60 days. The access control system will only deem a card “used” if it is swiped going from a landside area to an airside area, not office or landside use. Furthermore, after the pass has been “unparked” you have 7 days to use the card before it will park again.

Completion of a form 7 is sufficient if a pass has been parked for less than 1 year. Completion of form 7 supported by a letter confirming continuous employment is required if a pass has been parked for more than 1, but less than 2, years. A form 1, application for a full ID pass, must be used for any person whose ID pass has been parked for a period of 2 years or more or who has not been continuously employed by the company during the period that the ID pass has been out of use.

Section 1 - Pass Holder's Details

Company prefix	ID number	Surname	Forename	Date of birth	Airport pass was issued at	Date GSAT or higher training was completed
				DD/MM/YY		DD/MM/YY
				DD/MM/YY		DD/MM/YY
				DD/MM/YY		DD/MM/YY
				DD/MM/YY		DD/MM/YY
				DD/MM/YY		DD/MM/YY
				DD/MM/YY		DD/MM/YY
				DD/MM/YY		DD/MM/YY
				DD/MM/YY		DD/MM/YY

I, the undersigned, confirm that continued access into security restricted area is required for the person named above, so that they may carry out company business on behalf of the company sponsoring the identity pass. In addition, each pass holder listed above has been continuously employed by the sponsoring company or continually contracted by the authorising company during the period the ID pass has not been used for.

I confirm that each pass holder has been a resident in the United Kingdom during the period the pass was not in use. Where they have not been, I have provided written confirmation stating the persons whereabouts and reasons for leaving the United Kingdom.

I confirm that each pass holder listed above has successfully completed GSAT training where applicable.

I also confirm that, to the best of my knowledge, there is nothing about the person named in this form which suggests a lack of integrity or otherwise reflects adversely upon their suitability to hold an airport ID pass allowing them access to the security restricted areas of BAA airports.

Authorised signature:			
Authorised Signatory's name			
Company Name		Date:	DD/MM/YY
Contact telephone number:		Fax number:	