



ASTEC ACCESS BADGE REQUEST FORM

SUBMIT WITH COMPANY COVER LETTER

IMPORTANT NOTICE

You are required to fill in all fields correctly. Incomplete applications will NOT be processed. Giving false, incorrect or incomplete information on the application constitutes grounds for disqualification. If discovered after the ID Badge has been issued, the badge will be immediately revoked.

FIRST APPLICATION <input type="checkbox"/>		RENEWAL <input type="checkbox"/>	
IF RENOVATION, MUST SUBMIT OLD BADGE		COMPANY DATA <input type="checkbox"/>	CONTRACTORS <input type="checkbox"/>
PERSONAL DATA		Name company:	
Last name:		Chamber of commerce:	Yes <input type="checkbox"/> No <input type="checkbox"/> <i>if yes, dossier nr.</i>
First name:		Address:	
Job title:		Tel:	
Home Address:		Fax:	
Phone:		E-mail address:	
Telephone:		PLEASE FILL IN THE FOLLOWING	
ID Number:		Emergency Contact person:	
Nationality:		2nd Contact Person:	
Gender:	M <input type="checkbox"/> F <input type="checkbox"/>		

THIS SECTION TO BE FILLED BY ASTEC

THIS SECTION TO BE FILLED IN BY ASTEC		ID BADGE NUMBER	VEHICLE PASS NUMBER	
Main Gate Access	<input type="checkbox"/>	1	RED <input type="checkbox"/>	RED <input type="checkbox"/>
West Gate Access	<input type="checkbox"/>	2	BLUE <input type="checkbox"/>	BLUE <input type="checkbox"/>
MOB Building	<input type="checkbox"/>	3	GREEN <input type="checkbox"/>	GREEN <input type="checkbox"/>
Restricted Area Access	<input type="checkbox"/>	4		
Vehicle Access:	<input type="checkbox"/>	5		
Chassis Yard Access	<input type="checkbox"/>			

BACKGROUND

Have you ever been arrested or convicted for ANY offense or crime, even though awaiting court decision, eventually pardoned, amnesty granted, or otherwise released as a result of any other legal action: YES NO

CONDITIONS

The ID Badge must be displayed at all times face-view on the outer garments, above the waist and below the neck. ASTEC retains the right at any time to prohibit the badge holder from entering any area on the port. All ID Badges ARE and REMAIN property of ASTEC and MUST be returned by the employer upon our request.

IMPORTANT

A drug test and a security assessment are required. You may also be tested for drug and alcohol while in possession of a valid Port ID badge.
 Any person who has caused or is involved in an accident on the Multi-Cargo Sea Terminal / Port premises will be submitted to a drug and alcohol test.
 This person will not be permitted to leave the Multi-Cargo Sea Terminal / Port until the drug and alcohol tests are complete.
 No ID badge will be issued to persons under the age of 18 years.

By signing this document you agree with all the rules and regulations of the ASTEC Multi-Cargo Sea Terminal

NOTE: attach copies of letter of good conduct, drug test, valid ID and extract of the Chamber of Commerce. If foreigner also copy of valid work permit

DECLARATION OF APPLICANT	DECLARATION OF EMPLOYER
I declare that all information given by me, as contained in this application and any attached documentation, to be true and correct I accept the conditions of ASTEC and all Rules & Regulations regarding the use of the ASTEC ID Badge. I acknowledge ASTEC's right to verify any or all the information given by me.	This applicant is currently employed by me/my company and I accept joint responsibility for full compliance with conditions and regulations as set by ASTEC.
Applicant's signature	Signature of Manager, Owner or authorized representative of employer
_____	_____
Date:	Date:

TO BE FILLED IN BY ASTEC

ACCESS DENIED

Date received:..... <input type="checkbox"/> Approved: <input type="checkbox"/> Not Approved:	Date received:..... _____ Signature
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