

# Mineta San Jose In'l Airport – Badging Office

## CONTRACTOR BADGE EXTENSION AUTHORIZATION FORM

### PART 1: TO BE COMPLETED BY APPLICANT

Employee Badge Number:					
Period of Extension Being Requested:	<input type="checkbox"/> 6 mo	<input type="checkbox"/> 1 yr	<input type="checkbox"/> 1.5 yr	<input type="checkbox"/> 2 yrs	
Last Name:		First Name:		MI:	
Employer/Sponsor – Division:					
Contractor/Vendor Company:					

### PART 2: TO BE COMPLETED BY CONTRACTOR/VENDOR

**Contractor/Vendor certifying for the above employee –**  
 As an Authorized Representative I certify that the above named applicant has a need for the requested extension. I accept responsibility for retrieving the ID Badge at the time of project completion or the employees' termination. Additionally, I will **SUSPEND** the employees badge at termination or should he/she disclose any conviction of any disqualifying criminal offenses. I will return the badge PROMPTLY to the San José Badging Office.

Contractor/Vendor (Please Sign): \_\_\_\_\_  
 Please Print Name of Contractor/Vendor: \_\_\_\_\_ Date: \_\_\_\_\_  
 Contractor/Vendor Phone Number: \_\_\_\_\_

### PART 3: TO BE COMPLETED BY AUTHORIZED SIGNATORY

**Airport Sponsor/Tenant certifying for the above Contractor/Vendor –**  
 As an Authorized Signatory on file with the San José International Airport, I certify that the above named contractor/vendor has a need for the above requested extension. I accept responsibility for ensuring that the above contractor/vendor complies with the above stated requirements. Additionally, I will recover all outstanding badges from the contractor/vendor upon the termination of their contract.

Authorized Signatory (Please Sign): \_\_\_\_\_  
 Please Print Name of Auth Signatory: \_\_\_\_\_ Date: \_\_\_\_\_  
 Authorized Signatory Phone Number: \_\_\_\_\_

### PROJECT INFORMATION (If applicable)

Project Name _____	Notice of Work # _____
Project Start and Ending Dates:	
Start Date: _____ Month/Year	End Date: _____ Month/Year

*Please Note: No extensions will be given for the initial badge. Extension can ONLY be given on a renewal badge and maximum extension is up to 2 yrs from their most recent test date.*

