



PORT PURPOSE CARD APPLICATION

Applications must be completed in ink. Do not fold or bend.

Form A

Oct 2009

INSTRUCTIONS TO APPLICANT: Please complete the following forms as appropriate and return to the Port Manatee Access Control Center:

- BACKGROUND WORKSHEET** (Required if Florida background investigation not processed by another port)
- NOTARIZED AFFIDAVIT** (Required if Florida background investigation not processed by another port)
- COPY OF VALID PHOTO ID + TWIC**
- RECIPRICAL - OTHER PORT VETTED** PORT _____ Verified _____
- RENEWAL**

TO BE COMPLETED BY SPONSORING ORGANIZATION:

Sponsor: _____ Phone#: _____

Address: _____

Email: _____

Business purpose requiring port access: _____

Tenant/Port areas where access is required: _____

Employer Signature: _____

APPLICANT SECTION: (To be completed by applicant)

Name: _____ Date of Birth: _____
 (Last / First / Middle Name) (mm/dd/yyyy)

CURRENT ADDRESS: Street: _____ City: _____

State/ZIP: _____ Phone : _____

From Date: _____ To Date: _____

TWIC: YES NO EXPIRATION DATE: _____

FOR OFFICE USE ONLY

VETTING: INITIAL: ___ REPLACEMENT: ___ RENEWAL: ___ RECIPRICAL: ___ PORT: _____

METHOD OF PAYMENT: _____ RECEIPT NUMBER: _____

LOG NUMBER: _____ PROX CARD NUMBER _____

Sensitive Security Information (when completed)

Warning: This document contains Sensitive Security Information that is controlled under the provisions of 49 CFR part 1520. No part of this document may be released without written permission of the Under Secretary of Transportation for Security, Washington, DC. Unauthorized release may result in civil penalty or other action. For U.S. Government Agencies, Public availability to be determined under 5 USC 55 Rev 10-14-09

PORT PURPOSE CARD EMPLOYEE RESPONSIBILITIES
BY INITIALING THE FOLLOWING, I ACKNOWLEDGE:

1. All Port Purpose Cards (PPC) are the property of the Manatee County Port Authority (MCPA) _____
2. PPC's are not transferable and must be visibly displayed above the waist on the outer garment at all times while on the port _____
3. Port Manatee's Director of Seaport Security reserves the right to suspend or revoke authorization to possess any PPC when such action is warranted. _____
4. Employees working within the port should notify seaport security whenever they observe any individual not wearing a PPC. _____
5. Employees must immediately report to Port Manatee's Security Department, in writing or in person any of the following: _____
 - a) Any changes pertaining to arrest, convictions, or finding of guilt within seven (7) days.
 - b) Change of employee status, address or employer.
6. I have read and understand the ticketing policies outline below: _____

I understand that by accepting this Port Purpose Card, I agree to adhere to the provisions of the MCPA Security Plan including the provisions requiring the wearing of the PPC on the outer most garment at all times and parking in designated areas. Failure to wear and display your PPC will result in your immediate removal from the port and suspension of your access privileges. To enforce compliance of other provisions of the security plan Port Security has established a ticketing policy. This policy was developed to allow us to identify violators while minimizing the impact on tenant business. Violators who receive tickets will be processed as follows:

1. **First Ticket:** Serves a written warning to the employee. Violation is maintained in the Port database to track further offenses.
2. **Second Ticket:** Serves as written warning to the employee. Violation is maintained in the Port database to track further offenses.
3. **Third Ticket:** Violator and his employer will receive a written warning stating that future violations will result in suspension of access privileges.
4. **Fourth Ticket:** Violator will be referred to the Compliance Manager for suspension or revocation of Port Purpose Card.

I understand that if my Port Purpose Card is suspended or revoked for any reason, that I may be required to pay additional administrative fees, deemed appropriate, as a condition of the cards reinstatement.

I understand that a person who willfully and knowingly provides false information in obtaining or attempting to obtain a seaport security identification card commits a felony of the third degree, punishable as provided in s. [775.082](#) or s. [775.083](#).

APPLICANT SIGNATURE

DATE

WITNESSING AGENT

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