

**APPLICATION TO HOLD
A BLOCK OF VISITOR PASSES**

In those rare instances where obtaining Visitor Passes would have severe operational implications for the company sponsoring the visitor, The Calgary Airport Authority may issue a block of Escort Required Visitor Passes to a responsible authority of the company wishing to sponsor visitors.

THIS APPLICATION MUST BE TYPED, AND MUST BE SIGNED BY YOUR SENIOR REQUESTING OFFICER

COMPANY	DEPARTMENT OR DIVISION (if "all", please specify)	
COMPANY ADDRESS		
CITY	PROVINCE	POSTAL CODE

As **Senior Requesting Officer** for the company and division(s) identified above I request that a block of visitor passes be issued to the individual whose particulars appear below. Drawing visitor passes from Pass Office or the Corps of Commissionaires is not feasible as this would cause the following severe operational implications for my organization.

For **renewals** please complete the following information:

Number of passes currently held	Number of times these passes were issued
Number of passes requested	<i>(More than 5 requires full justification on the reverse of this form)</i>
Type of passes requested (your options are Terminal or Airside)	
NAME of Senior Requesting Officer	
Signature	Date (yyyy-mmm-dd)

PARTICULARS OF INDIVIDUAL AUTHORIZED TO DRAW THE BLOCK OF VISITOR PASSES		
SURNAME	GIVEN NAMES	
POSITION IN COMPANY		
WORK TELEPHONE	CELL	E MAIL

CAA SECURITY MANAGER'S APPROVAL	
The issue of these Visitor Passes is authorized	is not authorized
Security Manager's Signature	Date

For Pass Control Use	
Data Verified before forwarding application to Security Manager:	
Pass Control Signature _____	Date _____
Passes Printed & Applicant notified via e-mail: Pass Control Signature	Date