

YOUR INFORMATION CONTINUED (to be completed by applicant)

I, (full name of applicant)

consent to the Aviation Security Service, as an authorised delegate of the Director of Civil Aviation, carrying out a security check on me;

understand that in giving consent for a security check that I am (1) authorising the collection of information about me, and (2) authorising any person or organisation contacted to disclose information about me to the Aviation Security Service;

consent to the information supplied in making this application being used for security purposes;

consent to the Aviation Security Service, on behalf of the Director of Civil Aviation, informing my employer/sponsor about the result of the security check performed on me. The advice to my employer will be limited to confirming whether a favourable,

adverse or proposed adverse security check determination has been made, but not the reason for, or details of, any determination;

agree to notify the Aviation Security Service immediately if I am convicted of an offence prior to the expiry of my airport identity card;

note that information obtained for the purposes of the security check will be handled according to the principles of the Privacy Act 1993;

note that under the Privacy Act 1993 I have the right to request access to, or correction of, any personal information held by the Aviation Security Service.

I have read and understood the above information relating to my application for an airport identity card.

Applicant's Signature:

Today's Date: (DD/MM/YYYY)

WHAT DO I NEED TO PROVIDE WITH MY APPLICATION FORM?

A) Your application form will need to be accompanied by a copy of **one** of the following forms of identification.

- New Zealand Driver Licence**
can be current or expired within the last 2 years, but cannot be cancelled, defaced or a temporary licence. Must show your signature and the expiry date. **OR**
- New Zealand Passport**
can be current or expired within the last 2 years, but cannot be cancelled or defaced. Must show your signature. **OR**
- Overseas Passport**
must be current and cannot be expired, cancelled or defaced. Must show your signature. **OR**
- New Zealand Firearms Licence**
must be current and cannot be expired or defaced. **OR**
- Certificate of Identity**
(issued by the Department of Internal Affairs) must be current. **OR**
- Refugee Travel Document**
(issued by the Department of Internal Affairs) must be current. **OR**
- Statutory declaration**

B) You must also supply the following documents if any of these situations apply to you:

- Permanent residency, work visa or student visa**
If you are not a New Zealand or Australian citizen and you are in New Zealand on a permanent residency, work visa or student visa.
- Proof of New Zealand citizenship**
If you are a New Zealand citizen who was born outside New Zealand and you are not providing a copy of a New Zealand passport with your application.
- Proof of legal change of name**
(for example a marriage or civil union certificate or a dissolution of marriage or civil union) if you want to use a name that is different to the name that appears on your form of identification.

C) You must provide an electronic file containing a passport-style photograph taken against a plain light-coloured background or have your photograph taken at one of our offices.

DO I HAVE TO AGREE TO A SECURITY CHECK?

You must consent to the Aviation Security Service carrying out a security (background) check on you to determine whether you pose a threat to aviation security. If you refuse to consent to a security check, your application for an airport identity card will not be considered.

In carrying out a security check, we ask people or organisations to disclose information about you. For example we can seek: a recommendation from the New Zealand Security Intelligence Service, information about your criminal record (if any) from the Ministry of Justice, or information from the New Zealand Customs Service or the New Zealand Immigration Service.

You and your employer will be informed whether you have received a favourable security check determination or an adverse security check determination. Advice to your employer will not include the reason for, or details of, any determination.

Favourable security check determination

You need to receive a favourable security check determination in order to be granted a permanent airport identity card.

Adverse security check determination

In the case of an adverse security check determination, you have the right to have the determination reviewed under section 77G of the Civil Aviation Act 1990. However, if your objection is based solely on a recommendation from the New Zealand Security Intelligence Service, you must follow a complaint process with the Inspector-General of Intelligence and Security under the Inspector-General of Intelligence and Security Act 1996.

If new information comes to light at any time, we can reconsider a favourable security check determination and revoke your airport identity card. In this case, you should refer to section 77F of the Civil Aviation Act 1990.

WHAT HAPPENS TO MY PERSONAL INFORMATION?

Information contained in this application will be kept in the strictest confidence and handled according to the principles of the Privacy Act 1993. Under the Privacy Act you have the right to request access to, or correction of, any personal information held by the Aviation Security Service.