DETROIT METROPOLITAN WAYNE COUNTY AIRPORT
AIRPORT SECURITY

AIRPORT ID ACCESS HISTORY REQUEST

Authorized Signer Name (First and Last): _____

Company Name: _____

Email: _____

Access History Request

Name and DTW Airport ID Badge number: _____

Requested Dates and Time : From _____through _____

Requested door or location(Optional): _____

Please provide a legimate purpose/justification for this request of Airport ID Access History:

The Wayne County Airport Authority reserves the right to not issue an Airport ID access history request at any time. Access requests should be in the last three (3) concurrent calendar months from the present date. Older dates may be available at an additional fee to be determined by a Security Manager after the request is received. The security system is designed for access control <u>only</u> and is not in and of itself a validation of attendance, leave, or pay. Use of badge records is NOT recommended as an effective tool for attendance or accountability.

Cost per request is $5.00. Charges will be billed to the requesting company on a monthly basis. Reports will be electronically provided to the Authorized Signer using the email address provided.

AUTHORIZED SIGNER SIGNATURE: _____ **Date:** _____

Return this completed form to Airport Security via email: security@wcaa.us

<u>For Airport Security use only:</u>

Airport Security Manager Review:_____ Release Approved: Y / N

Date:_____

Notes:

10/19