

Port Identification Badge Requirements

1. Port of Pensacola Identification Badge:

ID Badges are required for all personnel, of all tenants, employed at the Port of Pensacola.

A Port of Pensacola ID Badge is required for all individuals who enter the Port on business more than 5 days in a 90 day period, in accordance with FL Statue 311.12.

***Note: An individual may enter as many times as necessary in one day and it is only considered one day.*

Port of Pensacola ID badges are valid for one year from date of issue and will be renewed annually. The expiration date is displayed on the ID badge. It is the responsibility of the ID holder to renew their badge BEFORE it expires.

*****Note: After December 30th, 2008, you must possess a TWIC before you can apply or renew your Port of Pensacola ID badge.**

Port of Pensacola Application:

- Individuals seeking a Port ID Badge are required to complete a badge application form.
- These forms CANNOT be faxed to the Badging Office or submitted online. They must be hand-delivered. These forms may be picked up at the badging office in the Port administration building located at:

700 S. Barracks Street
Pensacola, FL 32502
Phone #: 850-436-5070/5080

- Authorized payment in the amount of \$60 must be made before the process can begin. Authorized forms of payment include cash, company check, cashier's check, or money order made payable to the Port of Pensacola.
- Renewal badges cost \$25. Again, it is the responsibility of the ID holder to renew their badge BEFORE it expires.
- If the badge expires, the individual will have to be reprocessed as if it was a new badge and payment of \$60 is required.
- Applicants must present valid United States photo identification. (i.e. TWIC, State Drivers License, state ID card.) or Passport.
- Applicants will have their fingerprints electronically scanned and submitted to the Florida Department of Law Enforcement and FBI for criminal history.

Port Identification Badge Requirements

- Normally ID Badges are issued within 96 hours.
- When you return to pick up your credential, you will need to bring the same ID documentation you provided when you applied for your badge.
- Should findings indicate issues that constitute grounds for denial; the individual will be notified by telephone and afforded the opportunity to submit additional information for consideration.

Disqualifying Crimes:

Criminal history background checks are reviewed for conviction within the past seven (7) years of any one of the crimes listed below. Applicants who have been convicted of any of the disqualifying crimes are not eligible to receive a Port identification card and are not permitted to access the Port of Pensacola restricted area.

Aggravated Assault	Aggravated Battery
Aggravated Stalking	Sexual Battery
Kidnapping	Carjacking
Home Invasion Robbery	Felony Involving Theft
Robbery	Burglary
Arson	Treason
Manslaughter	Murder
Any Act of Terrorism	Aircraft Piracy
Planting a Hoax Bomb	Dealing in Stolen Property

Unlawful throwing, placing, or discharging of a destructive device or bomb.
Any violation (misdemeanor or felony) involving the manufacture, possession, sale, delivery, display, use or attempt or threatened use of a weapon of mass destruction (WMD).
Any felony which involves the use or threat of physical force or violence against any individual.
Any crime (misdemeanor or felony) which includes the use or possession of a firearm.
Commission or attempted commission of a felony while displaying, using, threatening or attempting to use a firearm or weapon.
Any violation (misdemeanor or felony) involving the trafficking, importation, sale, manufacture, delivery, or possession with intent to sell, manufacture, or deliver a controlled substance.
Any violation (misdemeanor or felony) involving the trafficking of cannabis, cocaine, morphine, opium, oxycodone, hydrocodone, hydromorphone, heroine, phencyclidine, methaqualone, amphetamine, methamphetamine, flunitrazepam, 4-butanediol,

Port Identification Badge Requirements

gammahydroxybutyric acid (GHB), gammabutyrolactone (GBL), or any derivative of these substances.

Incarceration or supervision as a sentence for any of the above crimes, regardless of whether adjudication was withheld within seven (7) years prior to the date of fingerprinting.

2. TWIC Badges:

TWIC Badges are required for all permanent employees by December 30, 2008.

The closest Enrollment centers for the Port of Pensacola are:

Panama City, FL

Port of Panama City
5321 W. Hwy 98
Panama City, Florida 32401
Phone: 1-866-347-8942

Mobile, AL

Trade Center
250 N. Water St.
Mobile, AL 36602-4000
Phone: 1-866-347-8942

The fee for TWIC is \$132.50 and is valid for five years. Workers with current, comparable background checks will pay a reduced fee of \$105.25. If workers are eligible to pay the lower price, their TWIC will expire 5 years from the date of the comparable credential. The cost of a replacement TWIC, if the original is lost, stolen, or damaged, is \$60.

- Again, a TWIC Badge is valid for five years, unless the expiration date was based on a comparable credential (Free and Secure Trade (FAST) card, Merchant Mariner Document/ License, or Hazmat Endorsement). The expiration date is displayed on the face of the TWIC. TWIC holders are responsible for knowing when to begin the renewal process. For individuals who pay the reduced fee, the expiration date of their TWIC will be five years from the date listed on the credential associated with the comparable security threat assessment.

The applicant will be notified by email or phone, as specified during enrollment, when his/her credential is available at the enrollment center. The applicant must return to the same enrollment center to pick up his/her TWIC.

An individual must be a U.S. citizen or fall into an eligible immigration category and can not have been convicted of certain crimes. In addition, individuals cannot be connected to terrorist activity or lack mental capacity. Immigration categories and certain crimes may be viewed at: http://www.tsa.gov/what_we_do/layers/twic/twic_faqs.shtm

TWIC Main Website: http://www.tsa.gov/what_we_do/layers/twic/index.shtm