

Letter of Intent



01/01/2019

CBP Security Seal Coordinator
U.S. Customs and Border Protection
17801 International Blvd
Rm MT 6439M
SeaTac WA 98188

I, Jane Doe, an authorized signatory of XYZ Airways, attest in writing that a background check has been conducted on the applicant listed below, to the extent allowable by law, in accordance with 19 CFR 122.182. The background check included, at a minimum, references and employment history, to the extent necessary to verify representations made by the applicant relating to employment in the preceding five years. To the best of my knowledge, the applicant meets the conditions necessary to perform functions associated with employment in the Customs security area. Records of background investigations will be retained for a period of one year following cessation of employment and made available to the port director, upon request. The CBP Form 3078 along with two forms of identification proving identity, immigration status, and residency are attached:

Name of applicant requiring access to CBP security areas: **Smitty Smith**
Applicant's email address: smittysmith@xyzcompany.com
Job Title: **Warehouse Agent**

Position Description (justification for required access to security zone(s): **Responsible for transporting international cargo from tarmac and into cargo facility via forklift. Some cargo will not be cleared by CBP on arrival at facility. Maintains accountability of cargo being relocated.**

First time applicant: New SIDA Badge # assigned by POS: 123456

Renewal: Current SIDA Badge #: _____ & Expiration date: _____

Access level requested: Zone #1 Zone #2

Zone #1 encompasses the Federal Inspection Service (FIS) area, including the aircraft, sterile corridors, jet-way, elevators, stairways leading into the FIS, and in-transit facilities, as well as all other areas designated by the port director or designee for the processing of passengers and baggage arriving from a location outside of the U.S. **Zone #2** encompasses those areas outside of the FIS including the envelope of an aircraft arriving from outside of the U.S (including pre-cleared aircraft), the ramp, tarmac, and baggage/cargo staging areas where activities related to international arrivals and departures occur. As international and domestic flights may occupy adjacent areas at many locations, it is anticipated that the CBP security area outside the FIS will be flexible.

Bond # 15C12345

Printed Name: Jane DOE Signature: Jane Doe

Contact Information: JANEDOE@XYZCOMPANY.COM Phone #: 773 894 0000