

Joint Employer Authorisation Letter



I from
Manager's Name Company 1 (Company Name printed on ASIC)

acknowledge that is employed for approximately hours
Employee Name

per week, and is also employed with, for approximately
Company Name 2

..... hours per week as confirmed by
Manager's Name from Company 2

Both company managers hereby agree that the employee is employed by both companies and requires an ASIC issued with the company where the most hours of employment are performed. The company that is not printed on the ASIC is aware and accepts this condition.

If applicable, both company managers hereby agree that the employee also holds an ADA licence and requires an ADA issued with the company where the most airside driving hours of employment are performed. The company that is not printed on the ADA is aware and accepts this condition. The applicant **must** retain a copy of this letter at all times, for verification purposes while working airside.

We agree to advise AAL immediately if operational requirements change or the employee is no longer employed by either company.

We agree that all costs will be charged to the company that the employee has the ASIC issued.

Security access requirements will be determined by AAL Security Department.

APPROVED BY COMPANY 1	APPROVED BY COMPANY 2
Managers Name:	Managers name:
Signature:	Signature:
Date:	Date:
Contact Number:	Contact Number:
Email:	Email:

(Approval to be signed and authorised by both Company Authorised signatures)

Applicant's Authorisation

I have read and understood the *Conditions of Issue of Use* set out in the AAL Security Guide and I have read and understood AAL Airside Drivers Handbook requirements. I hereby acknowledge I will comply with all requirements stated in this authorisation letter. Failure to abide by all conditions may result in my access privileges and airside driving licence being revoked for a period determined by Adelaide Airport Limited.

Applicant's Name: Date:

Applicant's signature: