



BROOME INTERNATIONAL AIRPORT AUTHORITY TO DRIVE AIRSIDE APPLICATION FORM

Surname (present):	Given Name (s)	
Phone Number:	Email Address:	
Driver's License Number:	State/Territory:	Expiry Date:
Employer:	Employer Address:	
Occupation:		
Current ADA Number:	ASIC Number:	
Initial or Renewal (circle)		

Requirements for Driving Airside at BIA

Do you require access to ATC restricted Runways?	Yes ☐	No ☐
Do you require access to ATC restricted Taxiways?	Yes ☐	No ☐
If yes, do you have a radio operator's licence?	Yes ☐	No ☐
(Copy to be attached)		

Acknowledgement by the Applicant:

In making this ADA Application, I acknowledge and agree that:

- The BIA ADA is not transferable between individuals and is only valid at BIA.
- It is an ongoing condition of my BIA ADA that I comply with the BIA Authority to Drive Airside Drivers Handbook, as amended from time to time.
- Failure to comply with the BIA Authority to Drive Airside Drivers Handbook may result in my BIA ADA being suspended or withdrawn.
- Failure to advise of any change in status of my State or Territory Driver's license may result in my BIA ADA being suspended or withdrawn.
- Confirmation of familiarisation training and confirmation of familiarisation of this Handbook

Signed:	Dated:
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Office Use Only				
Approved Operations Manager or Delegate:				
Category to be Issued:	Category 1	Category 2	Category 3	
Payment Method:	Payment Details:	Date of Payment:	Initial:	
Enrolment Date:	Completion Date:	Competency: Yes ☐ ____% No ☐	Initial:	
ADA License Number:	Expiry Date:	Category:	Initial:	
Comments: Category 1 on BIA Approval Only				
☐ Entered into Database	☐ Card Printed	☐ Card Issued	Date:	Initial:

1.1 Information for Applying for a BIA ADA

- Please complete the application form of this BIA ADA and return to BIA Reception with a photocopy of your current Driver's License, ASIC, Radio Operators Licence and **payment of \$88.00**
- **The BIA Authority to Drive Airside Drivers Handbook is to be read prior to completing the online ADA course.**
- Once you have lodged and paid for your ADA course, you will receive an enrolment email with log in details to complete your course online.
- Upon successful completion of the online ADA course, a 2 year ADA Card will be issued within 7 working days for Category 1, 2 and 3.
- BIA is not required to send out reminder notices for license expiry. It is the responsibility of the individual or company.

1.2 Important Information

Payment Methods

- EFTPOS
- Business Cheque
- NO Cash or Purchase Orders

For all enquiries please contact BIA Reception during office hours on 08 9194 0600.

The employer will be required to certify the proposed driver has:

- **An operational need to drive unescorted on the Airside frequently; and**
- **Has had or will have had, prior to BIA assessment, sufficient training to be fully conversant with the contents of this Handbook and familiarisation.**

Name of Company _____

**Name of Employer Representing
Vehicle Operator** _____

**Signature of Employer Representing
Vehicle Operator** _____

Date _____