



HILTON HEAD ISLAND AIRPORT

Access Badge Fee Schedule:

Access Badge- AOA new or renewal	\$50
Access Badge- SIDA new or renewal	\$65

Access Badge Renewal Late Fee: \$25

Failure to renew your airport badge prior to its expiration date will result in the assessment of a \$25.00 late fee.

Access Badge- AOA renewal with late fee	\$75
Access Badge- SIDA renewal with late fee	\$90

For a new access badge, the badge process starts when the application is submitted to the Badge Office. If the application process is not completed within 30 days due to the fault of the individual/company, the applicant must submit a new application and a new application fee.

All fees are nonrefundable. Please make sure you intend to complete the badge process before submitting payment.

Additional fees:

CHRC resubmit	\$25
Damaged Badge Reprint:	\$25
Badge Change Reprint:	\$25
Lost / Stolen 1st:	\$60
Lost / Stolen 2nd:	\$90
Lost / Stolen 3rd:	\$150
Lost / Stolen 4th:	WILL NOT ISSUE

Note- There is a 24-hour waiting period after a badge is reporting lost/stolen before a replacement is issued.



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Unreturned Badge: \$100

Failure to Notify or Return Badges

\$100 per badge

The Badge Office shall be notified immediately of changes in the status of a badge holder's airport affiliation; and a **\$100.00 fee will be assessed for any badge not returned within 14-days of a badge holders' separation/termination from airport affiliation.** This includes the return of expired badges and the completion of contractor projects. The fee will be applied to companies and/or individual badge holders who are not affiliated with a company.

The Badge Office occasionally conducts audits to ensure the accuracy of their badge count and compliance with government regulations. Companies are required to maintain accurate and current lists of their badge holder files. Failure to do so can result in penalties.

49 USC 46301(a)(6) Failure to collect airport security badges.

Notwithstanding paragraph (1), any employer (other than a governmental entity or airport operator) who employs an employee to whom an airport security badge or other identifier used to obtain access to a secure area of an airport is issued before, on, or after the date of enactment of this paragraph and who does not collect or make reasonable efforts to collect such badge from the employee on the date that the employment of the employee is terminated and does not notify the operator of the airport of such termination within 24 hours of the date of such termination shall be liable to the Government for a civil penalty not to exceed \$10,000.