How to Obtain an Airport Identification Badge

For Secure Area, Sterile Area and Cargo SIDA Badges:

Each individual applying for any of the above badges must be fingerprinted by the Greater Rockford Airport Authority (RFD) Badging Office. Fingerprint results, background checks, security clearances, etc., from the government or other agencies will not be accepted. Fingerprint results and TSA background checks are not immediate, so please expect to return for training and the receipt of your badge. To schedule an appointment, call the RFD Badging Office at (815) 969-4019 or email badging@flyrfd.com.

Please bring the following items with you to your appointment:

1. **Completed RFD Identification Badge Application**
   This application must be signed by your company's authorized signatory. If you are not sure who your authorized signatory is, please contact the RFD Badging Office.
2. **Two Approved Forms of Identification**
   Both forms of identification must appear on the list of acceptable documents (www.flyrfd.com). The two IDs must be from separate columns, and one must be a government-issued photo ID.
3. **Completed Criminal Offense History Sheet**
   If you have been charged with any crime, please provide a copy of the disposition. If you are unsure about a charge or conviction, please notify the RFD Badging Office know before you are fingerprinted. Note: The Airport Authority's policy prohibits applicants with felony convictions within the past 10 years.

For AOA (Air Operations Area) Badges:

To apply for an AOA badge, schedule an appointment by calling the RFD Badging Office at (815) 969-4019 or emailing badging@flyrfd.com. TSA background checks are not immediate, so please expect to return for training and the receipt of your badge.

Please bring the following items with you to your appointment:

1. **Completed RFD Identification Badge Application**
   This application must be signed by your company's authorized signatory. General Aviation hangar tenants must be on the hangar's lease (this will be verified by airport administration). If you are not sure who your authorized signatory is, please contact the RFD Badging Office.
2. **Two Approved Forms of Identification**
   Both forms of identification must appear on the list of acceptable documents (www.flyrfd.com). The two IDs must be from separate columns, and one must be a government-issued photo ID.

Renewing your RFD ID Badge:

To renew your badge, schedule an appointment by calling the RFD Badging Office at (815) 969-4019 or emailing badging@flyrfd.com.

Please bring the following items with you to your appointment:

1. **Completed RFD Identification Badge Application**
   This application must be signed by your company's authorized signatory. If you are not sure who your authorized signatory is, please contact the RFD Badging Office.
2. **Two Approved Forms of Identification**
   Both forms of identification must appear on the list of acceptable documents (www.flyrfd.com). The two IDs must be from separate columns, and one must be a government-issued photo ID.