



TO: AISD Talent Development Office

Form

RE: Contractor Access Badge Verification

DATE: _____

Once approved by the Professional Standards Office, contractors/employees will be eligible to receive an Austin ISD badge at the Austin ISD Talent Development Office. Contractors will need to take a photo ID and the **signed** Access Badge Form.

Please note, **each contractor must have a badge request form.**

New photos and badges are **Mondays and Tuesdays 7:30 AM - 5:00 PM**. Please note the office is closed for lunch from 11:45 AM - 1:00 PM. We are closed during district holidays.

Contractor Information Below:

1. Name of Contractor Requesting Badge: _____
2. Contractor Date of Birth: _____
3. Contractor Company/Program Name: _____
4. Contractor Supervisor Name: _____
5. Contractor Supervisor Phone #: _____
6. Contractor Supervisor Email: _____

Austin ISD Information Below:

1. Austin ISD contact. Please print name: _____
2. Austin ISD **contact signature**: _____
3. AISD Contractor Badge Access Start date: _____
(Contractors, no more than one calendar year)
4. AISD Contractor Badge Access End date: _____
(Contractors, no more than one calendar year)
5. AISD Campus/Facility Location Access: _____

(Construction Mgmt. / Network **ONLY**) MDF Access: _____

For questions, contact badgerequest@austinisd.org