



PORT OTAGO

PORT OTAGO ACCESS CARD APPLICATION FORM

All Contractors applying for a Port Otago Access Card are first required to complete the Port Otago online Health & Safety induction found here: <https://www.portotago.co.nz/port-access/contractor-information/request-for-enrolment-key-set-up>

PLEASE NOTE - prior to being issued with a Port Otago Access Card your company must complete the 'Port Otago Contractor Company Pre-Qualification'. Please contact Adam Smith (ASmith@portotago.co.nz) for further information or speak to a member of the Port Protection Team.

Full Legal Name:			
Applicant Identification Type and Number:		Expiry Date	___/___/___
Applicant Email Address:			
Applicant Mobile Number:			
Port Otago Online Health & Safety Induction completed:	Yes ☐	No ☐	
List Any Other Site Specific Induction Training Completed:			
Applicants Reason for Access:			
What Gates Do You Require?			
Type of Access Required:	Pedestrian ☐	Vehicle ☐	
Signature of Applicant:		Date	___/___/___
* Company Name:			
* Company Manager Name:			
* Company Managers Phone Number:			
* Company Email Address:			
* Name Of Authorising Company Representative:			
* Signature Of Authorising Company Representative:		Date:	___/___/___
Your Port Otago Sponsor Name (must be a Port Otago Manager):			
Signature Port Otago Sponsor (must be a Port Otago Manager):		Date:	___/___/___
Port Otago to Complete			
Contractor Register Checked By:			
Photo Captured and Uploaded By:			
ID Verification Confirmed By:			
Access Card Unique ID #:			
Name of PPO Issuing Card			
Signature of PPO Issuing Card		Date Issued:	___/___/___

Please present this completed form to the Port Protection Team located at the Port Otago Head Office, Port Chalmers Container Terminal, Port Chalmers. Please ensure you bring suitable photographic identification and if you have any questions contact the Port Protection Team on 034729877 or portprotectionofficers@portotago.co.nz