**SOP 16b Associated Document 1**

**Temporary Access Card Guardian authorisation form**

To become a Temporary Access Card Guardian (TAC) you agree to the following:

* To be responsible at all tomes for the whereabouts of all Temporary Access Cards issued to you.
* To keep a log of TAC usage by way of filling in the log form (*SOP 16b Associated Document 3 TAC usage log form*).
* To respond promptly monthly to requests for confirmation of possession of TAC issued to you.
* To promptly report to the Registration Authority department any lost, damaged or unreturned TACs for appropriate action to be taken.
* To give the name(s) of new TAC guardian if you cease to be that person.
* To return all TACs in your possession if requested for by the Registration Authority.

*I have read and agree to be bound by the conditions set out above:*

*Applicants Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Applicants Job Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Applicants Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*