

Stakeholder Requests Bulk Payments at Mobile or Fixed Sites

The following are Lockheed Martin's policies for bulk payment for TWIC applicants. The bulk payment option is provided to give stakeholders additional flexibility in how they purchase TWIC credentials for applicants within their organizations.

Payments at a Mobile Enrollment Site

- **For groups of employees at a single location**, the situation is very straightforward. Bulk payments for enrollments at a single stakeholder site may be done with a corporate check as a single payment and will be based on the anticipated number of enrollments at the facility. Unless otherwise arranged in advance with the Field Coordinator, the stakeholder is required to provide payment in full for their enrollees at the start of enrollments and will be required to provide a listing of individuals to be enrolled. As individuals are enrolled, they will be marked off on the list and a daily tally will be reconciled at the close of business each day. At the conclusion of the mobile deployment period, a final reconciliation will be conducted between the Lockheed Martin representative and the stakeholder. If a refund is required, it will be processed at that time for payment via check to the stakeholder in accordance with Lockheed Martin's financial processes.
- **For stakeholders with applicants at multiple locations**, there are two scenarios:

(1) **Parallel enrollment** -- in this case we need a separate list of employees for each site so the TAs know who will be enrolled at which location. A separate bulk payment can be made by corporate check for each site. Site requirements and population minimums for mobile enrollment are contained in the mobile enrollment document. To avoid confusion, it is important that an accurate list of applicants be provided for each mobile location in advance, and that the applicants enroll at the location previously specified by the stakeholder. Stakeholder will be required to identify, by individual, whether or not each individual qualifies for a regular fee TWIC or a reduced fee TWIC card due to a HME/FAST/MMD/MML.

(2) **Sequential enrollment** -- a single list of employees is sufficient, and we can check off enrollments as we go from site to site. Single payment by corporate check is preferred. Site requirements and population minimums for mobile enrollment are contained in the mobile enrollment document. The stakeholder will be required to identify, by individual, whether or not each individual qualifies for a regular fee TWIC or a reduced fee TWIC card due to a HME/FAST/MMD/MML.

Payments at a Fixed Enrollment Site

- **For bulk payment at a fixed location**, arrangements can be made with Field Coordinators on a case-by-case basis. Stakeholders will need to provide a list of employees that will enroll at each location. It is important that Lockheed Martin be

provided a list of applicants who will enroll at a specific enrollment center. If the applicants decide to visit a center other than the one specified at the time of bulk payment, there will be no record of this applicant and they will be asked to make individual payment. Bulk payments for enrollments at a single site may be done with a corporate check as a single payment and will be based on the anticipated number of enrollments at the facility. The stakeholder will be required to identify, by individual, whether or not each individual qualifies for a regular fee TWIC or a reduced fee TWIC card due to a HME/FAST/MMD/MML.

Unless otherwise arranged in advance with the Field Coordinator, the stakeholder is required to provide payment in full for their enrollees in advance. We must have firm agreement on the name of their organization and a means to identify individuals (an employee number is preferred if possible, so we can verify a badge). If individuals do not properly identify themselves (and their parent organization) or are not on the list, they will not be allowed to enroll under the bulk account. This is to ensure that we are only enrolling applicants that the stakeholder wishes to sponsor. As individuals are enrolled, they will be marked off on the list and a daily tally will be reconciled at the close of business each day. At the conclusion of the expected deployment period, a final reconciliation will be conducted between the Lockheed Martin representative and the stakeholder. If a refund is required, it will be processed at that time for payment via check to the stakeholder in accordance with Lockheed Martin's financial processes. Stakeholders will be required to identify, by individual, whether or not each individual qualifies for a regular fee TWIC or a reduced fee TWIC card due to a HME/FAST/MMD/MML.

A reconciliation date will be agreed between the stakeholder and the responsible Lockheed Martin Field coordinator at the time initial payment is made. This date shall not be more than 60 days from the time of initial payment. If more time is required for completion of a stakeholder's applicants, this shall be mutually agreed between the stakeholder and the Field Coordinator at the time of reconciliation.

For companies who will require Lockheed Martin Corporation's W-9, please contact the following:

Lionel Zatt
lionel.zatt@lmco.com
301-640-2620

Important: Bulk Payment checks are not to be sent to the address on the W-9. Please coordinate with your respective Regional Coordinator, Field Coordinator, and/or TWIC Enrollment Center Trusted Agent (TA) Supervisor to process your bulk payment check(s) at your servicing TWIC Enrollment Center(s).

Below is a contact list for each Enrollment Center location.

STATE/ TERRITORY	CITY	U.S. COAST GUARD DISTRICT & PORT ZONE DESIGNATIONS	LOCKHEED MARTIN CONTACT	CONTACT CELL PHONE
OVERALL	COORDINATOR		Stephen Foster	571-480-1964
ALASKA	Anchorage	D-17: Western Alaska	Jeff Hock	571-236-2696
	Juneau	D-17: Southeast Alaska	Jeff Hock	571-236-2696
	Nikishka	D-17: Western Alaska	Jeff Hock	571-236-2696
	Valdez	D-17: Prince William Sound	Jeff Hock	571-236-2696
ALABAMA	Decatur	D-8: Mobile, AL	Dmitri Haynes	571-218-5062
	Mobile	D-8: Mobile, AL	Dmitri Haynes	571-218-5062
ARKANSAS	Little Rock	D-8: Memphis, TN	Shirley Fong	571-217-5471
CALIFORNIA	Benicia	D-11: San Francisco, CA	Jared Emmot	571-480-3226
	Eureka	D-11: San Francisco, CA	Jared Emmot	571-480-3226
	Long Beach	D-11: Los Angeles, CA	Jared Emmot	571-480-3226
	Los Angeles	D-11: Los Angeles, CA	Jared Emmot	571-480-3226
	Oakland	D-11: San Francisco, CA	Jared Emmot	571-480-3226
	Port Hueneme	D-11: Los Angeles, CA	Jared Emmot	571-480-3226
	Richmond	D-11: San Francisco, CA	Jared Emmot	571-480-3226
	Sacramento	D-11: San Francisco, CA	Jared Emmot	571-480-3226
	San Diego	D-11: San Diego, CA	Jared Emmot	571-480-3226
	San Francisco	D-11: San Francisco, CA	Jared Emmot	571-480-3226
CONNECTICUT	Bridgeport	D-1: Long Island Sound	Patrick Coscette	571-309-1506
	New Haven	D-1: Long Island Sound	Patrick Coscette	571-309-1506
	New London	D-1: Long Island Sound	Patrick Coscette	571-309-1506
DELAWARE	New Castle	D-5: Philadelphia, PA	Patrick Coscette	571-309-1506
	Wilmington	D-5: Philadelphia, PA	Patrick Coscette	571-309-1506
FLORIDA	Jacksonville	D-7: Jacksonville, FL	Brian Abramsky	571-218-

				5025
	Key West	D-7: Miami, FL	Brian Abramsky	571-218-5025
	Miami	D-7: Miami, FL	Brian Abramsky	571-218-5025
	Palm Beach	D-7: Miami, FL	Brian Abramsky	571-218-5025
	Panama City	D-8: Mobile, AL	Dmitri Haynes	571-218-5062
	Port Canaveral	D-7: Jacksonville, FL	Brian Abramsky	571-218-5025
	Port Everglades	D-7: Miami, FL	Brian Abramsky	571-218-5025
	Port Manatee	D-7: Tampa, FL	Brian Abramsky	571-218-5025
	Tampa	D-7: Tampa, FL	Brian Abramsky	571-218-5025
GEORGIA	Brunswick	D-7: Savannah, GA	Brian Abramsky	571-218-5025
	Savannah	D-7: Savannah, GA	Brian Abramsky	571-218-5025
HAWAII	Hilo	D-14: Honolulu, HI	Michael Boutte	571-218-5108
	Honolulu	D-14: Honolulu, HI	Michael Boutte	571-218-5108
	Kahului, Maui	D-14: Honolulu, HI	Michael Boutte	571-218-5108
	Kauai	D-14: Honolulu, HI	Michael Boutte	571-218-5108
ILLINOIS	Chicago/Calumet	D-9: Chicago, IL	Bob Girdwain	571-438-2323
	Joliet	D-9: Chicago, IL	Bob Girdwain	571-438-2323
	Peoria	D-8: St. Louis, MO	Larry Meyer	571-480-3578
INDIANA	Evansville	D-8: Louisville, KY	Larry Meyer	571-480-3578
	Indiana Harbor	D-9: Chicago, IL	Bob Girdwain	571-438-2323
KENTUCKY	Louisville	D-8: Louisville, KY	Larry Meyer	571-480-3578
	Paducah	D-8: Paducah, KY	Larry Meyer	571-480-3578
LOUISIANA	Baton Rouge	D-8: New Orleans, LA	Dmitri Haynes	571-218-5062
	Houma	D-8: Morgan City, LA	Dmitri Haynes	571-218-5062
	Lafayette	D-8: Morgan City, LA	Dmitri Haynes	571-218-5062
	Lake Charles	D-8: Port Arthur, TX	Dmitri Haynes	571-218-5062
	Morgan City	D-8: Morgan City, LA	Dmitri Haynes	571-218-5062
	New Orleans	D-8: New Orleans, LA	Dmitri Haynes	571-218-

				5062
	Port Fourchon	D-8: Morgan City, LA	Dmitri Haynes	571-218-5062
	South Louisiana (La Place)	D-8: New Orleans, LA	Dmitri Haynes	571-218-5062
MASSACHUSETTS	Boston	D-1: Boston, MA	Patrick Coscette	571-309-1506
	Bourne	D-1: Providence, RI	Patrick Coscette	571-309-1506
MARYLAND	Baltimore/Dundalk	D-5: Baltimore, MD	Patrick Coscette	571-309-1506
	La Plata	D-5: Baltimore, MD	Patrick Coscette	571-309-1506
	Salisbury	D-5: Baltimore, MD	Patrick Coscette	571-309-1506
MAINE	Bangor	D-1: Portland, ME	Patrick Coscette	571-309-1506
	Portland	D-1: Portland, ME	Patrick Coscette	571-309-1506
MICHIGAN	Alpena	D-9: Sault St. Marie, MI	Bob Girdwain	571-438-2323
	Bay City	D-9: Detroit, MI	Larry Meyer	571-480-3578
	Calcite	D-9: Sault St. Marie, MI	Larry Meyer	571-480-3578
	Detroit	D-9: Detroit, MI	Bob Girdwain	571-438-2323
	Escanaba	D-9: Sault St. Marie, MI	Bob Girdwain	571-438-2323
	Marine City	D-9: Detroit, MI	Larry Meyer	571-480-3578
	Marquette	D-9: Sault St. Marie, MI	Bob Girdwain	571-438-2323
	Muskegon	D-9: Chicago, IL	Larry Meyer	571-480-3578
	Ontonagon	D-9: Duluth, MN	Bob Girdwain	571-438-2323
	Sault Ste. Marie	D-9: Sault St. Marie, MI	Bob Girdwain	571-438-2323
	St. Ignace	D-9: Sault St. Marie, MI	Bob Girdwain	571-438-2323
	Traverse City	D-9: Sault St. Marie, MI	Bob Girdwain	571-438-2323
MINNESOTA	Duluth-Superior	D-9: Duluth, MN	Bob Girdwain	571-438-2323
	International Falls	D-9: Duluth, MN	Bob Girdwain	571-438-2323
	Minneapolis	D-8: St. Louis, MO	Larry Meyer	571-480-3578
	Saint Paul	D-8: St. Louis, MO	Larry Meyer	571-480-3578
MISSOURI	Kansas City	D-8: St. Louis, MO	Shirley Fong	571-217-5471

	St. Louis	D-8: St. Louis, MO	Dmitri Haynes	571-218-5062
MISSISSIPPI	Greenville	D-8: Memphis, TN	Dmitri Haynes	571-218-5062
	Gulfport	D-8: Mobile, AL	Dmitri Haynes	571-218-5062
	Vicksburg	D-8: New Orleans, LA	Dmitri Haynes	571-218-5062
NORTH CAROLINA	Morehead City	D-5: Wilmington, NC	Patrick Coscette	571-309-1506
	Wilmington	D-5: Wilmington, NC	Patrick Coscette	571-309-1506
NEW HAMPSHIRE	Portsmouth	D-1: Portland, ME	Patrick Coscette	571-309-1506
NEW JERSEY	Camden	D-5: Philadelphia, PA	Patrick Coscette	571-309-1506
	Paulsboro	D-5: Philadelphia, PA	Patrick Coscette	571-309-1506
	Perth Amboy	D-1: New York, NY	Patrick Coscette	571-309-1506
NEW YORK	Albany	D-1: New York, NY	Patrick Coscette	571-309-1506
	Buffalo	D-9: Buffalo, NY	Larry Meyer	571-480-3578
	Coram	D-1: Long Island Sound	Patrick Coscette	571-309-1506
	Lindenhurst	D-1: Long Island Sound	Patrick Coscette	571-309-1506
	New York/New Jersey Site 1	D-1: New York, NY	Patrick Coscette	571-309-1506
	New York/New Jersey Site 2	D-1: New York, NY	Patrick Coscette	571-309-1506
	New York/New Jersey Site 3	D-1: New York, NY	Patrick Coscette	571-309-1506
	Oswego	D-9: Buffalo, NY	Larry Meyer	571-480-3578
	Riverhead	D-1: Long Island Sound	Patrick Coscette	571-309-1506
	Rochester	D-9: Buffalo, NY	Larry Meyer	571-480-3578
OHIO	Ashtabula	D-9: Cleveland, OH	Larry Meyer	571-480-3578
	Cincinnati	D-8: Louisville, KY	Larry Meyer	571-480-3578
	Cleveland	D-9: Cleveland, OH	Larry Meyer	571-480-3578
	Lorain	D-9: Cleveland, OH	Larry Meyer	571-480-3578
	Sandusky	D-9: Toledo, OH	Larry Meyer	571-480-

				3578
	Toledo	D-9: Toledo, OH	Larry Meyer	571-480-3578
OKLAHOMA	Tulsa	D-8: Memphis, TN	Shirley Fong	571-217-5471
OREGON	Coos Bay	D-13: Portland, OR	Daniel Heldele	571-286-2016
	Portland	D-13: Portland, OR	Daniel Heldele	571-286-2016
	Vancouver	D-13: Portland, OR	Daniel Heldele	571-286-2016
PENNSYLVANIA	Chester	D-5: Philadelphia, PA	Patrick Coscette	571-309-1506
	Marcus Hook	D-5: Philadelphia, PA	Patrick Coscette	571-309-1506
	Pennsbury Manor	D-8: Pittsburg, PA	Larry Meyer	571-480-3578
	Philadelphia	D-5: Philadelphia, PA	Patrick Coscette	571-309-1506
	Pittsburgh	D-8: Pittsburg, PA	Larry Meyer	571-480-3578
RHODE ISLAND	Providence	D-1: Providence, RI	Patrick Coscette	571-309-1506
SOUTH CAROLINA	Charleston	D-7: Charleston, SC	Brian Abramsky	571-218-5025
TENNESSEE	Chattanooga	D-8: Paducah, KY	Larry Meyer	571-480-3578
	Memphis	D-8: Memphis, TN	Shirley Fong	571-217-5471
	Nashville	D-8: Paducah, KY	Larry Meyer	571-480-3578
TEXAS	Beaumont	D-8: Port Arthur, TX	Shirley Fong	571-217-5471
	Brownsville	D-8: Corpus Christi, TX	Shirley Fong	571-217-5471
	Corpus Christi	D-8: Corpus Christi, TX	Shirley Fong	571-217-5471
	Freeport	D-8: Houston/Galveston, TX	Shirley Fong	571-217-5471
	Galveston	D-8: Houston/Galveston, TX	Shirley Fong	571-217-5471
	Houston	D-8: Houston/Galveston, TX	Shirley Fong	571-217-5471
	La Porte	D-8: Houston/Galveston, TX	Dmitri Haynes	571-218-5062
	Point Comfort	D-8: Corpus Christi, TX	Shirley Fong	571-217-5471
	Port Arthur	D-8: Port Arthur, TX	Shirley Fong	571-217-5471
	Texas City	D-8: Houston/Galveston, TX	Shirley Fong	571-217-5471
	Victoria	D-8: Corpus Christi, TX	Shirley Fong	571-217-5471
VIRGINIA	Newport News	D-5: Hampton Roads,	Patrick Coscette	571-309-

		VA		1506
	Norfolk	D-5: Hampton Roads, VA	Patrick Coscette	571-309-1506
VERMONT	Burlington	D-1: Portland, ME	Patrick Coscette	571-309-1506
WASHINGTON	Anacortes	D-13: Puget Sound	Daniel Heldele	571-286-2016
	Everett	D-13: Puget Sound	Daniel Heldele	571-286-2016
	Longview	D-13: Portland, OR	Daniel Heldele	571-286-2016
	Pasco	D-13: Puget Sound	Daniel Heldele	571-286-2016
	Seattle	D-13: Puget Sound	Daniel Heldele	571-286-2016
	Tacoma	D-13: Puget Sound	Daniel Heldele	571-286-2016
WISCONSIN	Green Bay	D-9: Milwaukee, WI	Bob Girdwain	571-438-2323
	Milwaukee	D-9: Milwaukee, WI	Bob Girdwain	571-438-2323
WEST VIRGINIA	Huntington	D-8: Huntington, WV	Larry Meyer	571-480-3578
U.S. PORTS ABROAD SUBJECT TO TWIC				
GUAM	Guam	D-14: Guam	Michael Boutte	571-218-5107
PUERTO RICO	Ponce	D-7: San Juan, PR	Brian Abramsky	571-218-5025
	San Juan	D-7: San Juan, PR	Brian Abramsky	571-218-5025
NORTH MARIANA ISLANDS	Saipan	D-14: Guam	Michael Boutte	571-218-5108
AMERICAN SAMOA	Samoa	D-14: Guam	Michael Boutte	571-218-5108
U. S. VIRGIN ISLANDS	St. Croix	D-7: San Juan, PR	Brian Abramsky	571-218-5025
U. S. VIRGIN ISLANDS	St. Thomas	D-7: San Juan, PR	Brian Abramsky	571-218-5025