

ACCESS CODE/VEHICLE PERMIT APPLICATION

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AIRPORT USE ONLY
Permit #: _____
Issued By: _____

SECTION I: APPLICANT SECTION (Please Print)

New Application
 Renewal Application (Please Check One)

Name: _____

Last
First
Middle

Address: _____

Street
City
State
Zip

Business Phone: _____ Home Phone: _____

Cell Phone/Pager (Optional): _____ Date of Birth: _____

Driver License #: _____ State: _____ Expiration: _____

SECTION II: VEHICLE INFORMATION (Please Print)

A copy of vehicle registration(s) must be provided to Airport Administration

	Vehicle 1	Vehicle 2	Vehicle 3
Make			
Model			
Year			
License Plate			
Insurance Co.			
Ins. Expiration Date			
Ins. Phone Number			
Registration Attached	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Permit # (To be filled in by Airport)			

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SECTION III: AUTHORIZING AGENT SECTION (Please Print)

Please have the correct Authorizing Agent sign in the appropriate box for each gate you require access to. **NOTE:** Gate Access will only be given based upon your necessary access level.

For Restricted Movement Area Access, under gate #, write "RMA", leave gate location blank.

Gate #	Gate Location	Authorized Signature	Printed Name/ Location	Personal Vehicle Access Required
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION IV: AIRCRAFT INFORMATION SECTION (Please Print)

	Aircraft 1	Aircraft 2	Aircraft 3
Aircraft N #			
Make			
Model			
Location			
Insurance Company			
Ins. Expiration Date			
Ins. Phone Number			

SECTION V: CONTRACTOR SECTION (Please Print) CONTRACTORS ONLY

Sponsoring Tenant: _____ Est. Completion Date _____

Brief Description of Project or Activity: _____

SECTION VI: EMPLOYER SECTION (FILLED BY EMPLOYER) REQUIRED ONLY FOR APPLICATIONS OBTAINING AN ACCESS CONTROL PERMIT THROUGH THEIR EMPLOYER

Employer/Company Name: _____ Phone: _____

Applicant's Title/Position: _____

I request that the employee identified above be granted an Access Permit for work at the Airport. I agree with the conditions for the privilege stated above. I acknowledge that, as the employer, I am responsible for my employees' entire adherence to the Access Control Procedures, and the Airport Rules and Regulations.

Authorizing Signature: _____ Date: _____

Printed Name: _____ Title: _____

ACCESS CODE/VEHICLE PERMIT APPLICATION – Continued

SECTION VII: EMPLOYEE SIGNATURE (SIGNED BY APPLICANT) REQUIRED ONLY FOR APPLICANTS OBTAINING AN ACCESS CONTROL PERMIT THROUGH THEIR EMPLOYER

In consideration of the Airport granting me an Access Permit, my employer and I agree to and acknowledge our understanding of the Airport's Rules and Regulations and the Airport's Access Control Procedures. My employer has copies of these available for review. I may also review them at the Airport Administration Office upon request.

A violation of these Rules and Regulations or of the Access Control Procedures may result in penalties.

Applicant Signature: _____ Date: _____

SECTION VIII: AIRPORT TERMS AND CONDITIONS

- I agree to return the permit issued by the Airport when use of the permit is no longer required for the purpose for which it was issued, or the use is no longer permitted by Airport Management, or when I am no longer employed with the above company, or when the permit is lost or stolen and later recovered, or when the permit has expired.
- I agree to pay all fees, penalties or charges set forth by the Airport for the permit issued to me when these items are no longer required for the purpose for which they were issued; or their use is no longer permitted by the Airport Management; or when I am no longer employed with the above company; or when any of these items are lost or stolen; or have expired and have not been returned to the Airport Management, as applicable.
- As a condition of being issued a permit, I hereby agree to comply with any policies, provisions, and procedures that the FAA and/or Airport Management have promulgated or promulgate in the future and deem necessary to ensure the security and/or safety of operations at the Airport.
- I understand that failure to comply with any such policies, provisions, or procedures shall be grounds for the immediate revocation of my permit(s) and any privileges conveyed therewith.
- I agree **"NOT"** to share gate access codes or vehicle permits with anyone.
- I agree to abide by all speed limit and regulatory signs on airport property. I agree not to drive on taxiways or runways except when permitted by the Airport Manager.

SECTION IX: APPLICANT SIGNATURE (Required)

I have received from the Airport, an access vehicle permit(s). I have read, understand, and will comply with the above statements and all other rules and regulations. I hereby certify there are no misrepresentations, omissions, or falsifications in the information I have provided. Misrepresentations, omissions, falsifications, or violation of any rule/regulation of the Airport is grounds for immediate revocation of the vehicle permit(s).

Applicant Signature: _____ Date: _____

SECTION X: AIRPORT OPERATIONS USE ONLY

Permit #: _____ Date Issued: _____ Issued By: _____

Number of Vehicle Permits Received: _____

Vehicle Permit Numbers: _____

Movement Area: _____ Ramp Only: _____ Non-Movement Area: _____

Data Entered by: _____ Date Terminated Permit Received _____

Code Deactivated by: _____