

FLIGHT CREW/AIRLINE COMMUTER PARKING PROVISIONS – WILL ROGERS WORLD AIRPORT

THE FOLLOWING CONDITIONS GOVERN PARKING PRIVILEGES IN THE PARKING LOT OR PARKING FACILITIES DESIGNATED FOR FLIGHT CREW/AIRLINE COMMUTERS AT WILL ROGERS WORLD AIRPORT (WRWA):

1. A valid driver license and current or active airline-issued identification card must be presented at time of application.
2. Parking at WRWA requires possession of a current Prox Card and Placard when required. Placard must be visible at all times a vehicle is parked at WRWA.
3. Flight Crew/Airline Commuter parking requires the use of a Prox Card for all Parking Lot entries and exits.
4. The employee parking facilities are intended for employees, flight crew, and commuters who are actively working (or reporting to) their airport or airline job. Unless approved by the Airport Director, parking is for use when on official business only.
5. Flight Crew/Commuter parking in any other parking lot or garage or when not traveling to/from work shall pay the posted public rate.
6. At no time shall an Airline Commuter be in possession of more than one Prox Card or Placard. The initial Prox Card and Placard will be issued at no charge. If the Prox Card or Placard is lost or damaged, there is a cost of \$25 to replace the lost or damaged card/placard. A lost Prox Card will be invalid and shall not be used for any purpose. If a lost Prox Card is subsequently found, it shall be returned to the Department of Airports. All Prox Cards and Placards remain the property of the Department of Airports and must be surrendered to the Department of Airports upon termination of current employment.
7. **Prox Cards and Placards are for commuting purposes only and shall not be loaned, shared, or given to any other person (including family members, friends, or other Airline Commuters)** for access into WRWA parking facilities for any reason whatsoever. If a Prox Card and/or Placard is used by someone other than whom it was issued, parking privileges may be suspended or revoked. This includes allowing other vehicles to follow the Prox Card recipient into the parking facility.
8. **If a vehicle will be parked in excess of 30 consecutive calendar days, Airport Operations must be notified at 405.316.3232** to make arrangements to park longer than 30 consecutive calendar days. Messages will include registered parker's name, vehicle type, license plate number, beginning date of parking and estimated end date.
9. **Any vehicle parked in excess of 30 consecutive calendar days without notice to Airport Operations may be subject to being towed at the owner's expense and risk.**
10. Airline Commuters who seek parking privileges must re-register prior to the expiration date or be subject to my parking privileges being suspended and possibly towed.
11. Vehicle registration information must be kept current with the Airport and vehicles must be operational while parked in the WRWA parking facilities. Only two vehicles may be registered at any one time. If a vehicle is sold or traded, the commuter must notify Airport Operations within seven (7) business days.

12. All users of the WRWA parking facilities are responsible for parking and securing their vehicles at all times.
13. Neither the Airport nor the Department of Airports will be responsible for damage, vandalism or theft to a vehicle while in any Airport parking facility.
14. All vehicles must be parked within the designated parking space lines and may not be left in a manner that obstructs other vehicles or prohibits adjacent parking spacing from being utilized by other patrons. If a vehicle occupies more than one space or obstructs other vehicles use of the parking facilities, the vehicle may be towed or relocated at the owner's expense.

I, _____, certify that I am a commuter for _____ Airline. I have read the above rules applicable to Airline Commuter parking privileges and agree to abide by the same. In the event, that the Operations Manager for WRWA determines that I have violated any of these provisions, I understand that my parking privileges may be revoked or suspended and/or my vehicle subject to being towed at my sole cost and expense. Any revocation or suspension shall be conveyed in writing to the address listed in my most current parking application and/or posted on my vehicle. I further understand, that if said privileges are revoked or suspended then I have thirty (30) days from the date such action to suspend or revoke such parking privileges have been taken to appeal the decision of the Operations Manager to the Director of Airports.

Dated this _____ day of _____, 20_____.

Airline Commuter Signature

Printed Name: _____

*****FOR OFFICE USE ONLY*****

Parking Card # _____

Payment Method: Bill / Credit Card / Check # _____

Placard # _____

Receipt # _____

Exp Date: _____

Badge Staff Initials: _____ Date: _____

Additional Comments: