



**PARKING  
AREA**



# PARKING NEWSLETTER

## January / February / March 2026

### Parking Representative's Meeting

Join us after the new year for the next Employee Parking Representative's Meeting. Here's what you need to know!

**WHEN:** Thursday, January 8th, 2026 9:00am - 10:00am

**WHERE:** Aviation Headquarters  
2485 E. Buckeye Rd.  
1st Fl. PAAB Conference Room



### 2026 City Observed Holidays

**New Year's Day**

Thursday, January 1, 2026



**Martin Luther King Jr. Day**

Monday, January 19, 2026



**President's Day**

Monday, February 16, 2026



**Cesar Chavez Day [Observed]**

Tuesday, March 31, 2026



### PARKING SERVICES CONTACT INFORMATION

2425 E. Buckeye Rd.

Phoenix, AZ 85034

(602) 683-3615

Email Address:

[airportparking@phoenix.gov](mailto:airportparking@phoenix.gov)

### OFFICE HOURS

Monday – Friday

8 A.M. – 5 P.M.

Closed Thursdays

2 P.M. – 3 P.M.

Closed Last Business Day of the Month

Closed at 12 P.M.

### OFFICE CLOSURES

The office is closed on

Weekends and City Holidays

### IMPORTANT AIRPORT PHONE NUMBERS

**PHX Sky Harbor Emergency**  
**(602) 273-3311**

PHX Sky Harbor  
Communications Center  
(602) 273-3302

PHX Sky Harbor Parking Hotline  
(602) 273-4545

Effective **Sunday, March 1, 2026**, at 12:01 a.m., all enrolled monthly parkers will be eligible to use their assigned parking card to **receive up to a 10% discount** (*rounded up to the nearest whole dollar*) off the posted daily parking rates at the following facilities:

- Terminal 3 Garage
- Terminal 4 Garage
- East Economy Surface Lot
- East Economy Garages
- West Economy Parking Facilities

Facility	Posted Daily Rates	Discounted Daily Rates
East Economy Surface	\$16 per day	* \$14 per day
Economy Garages	\$19 per day	* \$17 per day
Terminal 3 & 4 Garages	\$33 per day	* \$30 per day

**\* Rates subject to change. Discounted rate effective March 1, 2026**

**To preserve public parking capacity at PHX, the following blackout dates will be implemented during peak travel periods:**

Peak Demand	* Blackout Dates
Spring Break	3/4/26 – 3/23/26
Independence Day	7/1/26 – 7/6/26
Fall Break	9/30/26 – 10/19/26
Thanksgiving Holiday	11/22/26 – 11/30/26
Winter Break	12/20/26 – 1/4/27
<b>* Blackout dates are subject to change</b>	

- If a monthly parker chooses to park in a public parking facility during a blackout period they will be **charged the full posted daily parking rate.**
- Non-Based Airline Employees must be registered into their perspective Airlines dedicated corporate program to guarantee a parking facility and to utilize the 10% discount. To register in your company's corporate parking program, please contact the Employee Parking Office:

**Employee Parking Office**  
 2425 E. Buckeye Rd. Suite 100  
 Phoenix, AZ 85034  
 Hours: Mon. through Fri. – 8am to 5pm  
 Phone: (602) 683-3615  
 Email: [airportparking@phoenix.gov](mailto:airportparking@phoenix.gov)



# *Emergency Exercise*



## **Terminal 3 Parking Garage:**

*The Phoenix Fire Department is teaming up with the City of Phoenix Aviation Department to conduct an emergency response exercise at the Terminal 3 parking garage. This planned drill will help ensure our fire suppression systems are ready and performing as expected.*

*To allow members from all fire department shifts to participate, the exercise will be conducted over three consecutive days.*

### **What to Expect:**

- **Location:** Terminal 3 Parking Garage – Level 8 (rooftop level)
- **Purpose:** Testing and verification of the standpipe fire suppression system
- **Dates & Time:** January 13, 14, and 15 from 9:00 a.m. to 10:00 a.m.

**Impacts:** *Minimal disruption is anticipated; however, you may notice fire personnel, vehicles, and equipment in the area during the exercise*

*Fire Department crews will be on site with vehicles and equipment to make the drill as realistic as possible. Please share this information with your teams so they know to expect Fire Department activity in the Terminal 3 garage during the scheduled times.*

*Thank you for your cooperation as we work together to keep our facilities safe!*



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# FRIENDLY REMINDER

## Airport Badge & Parking Agreements

In order for the employee to receive a parking permit, the employee must show a **current Airport Badge**. Additionally, the **Employee Parking Agreement is always required when an employee is added to parking**, and when an employee's information has changed. Permits are not active or valid until a completed Employee Parking Agreement is received.

Before submitting an Employee Parking Agreement, please ensure all fields are legible and the following are complete:

- Full, legal name, as it appears on the employee's driver's license. Parking is not permitted for employees who are unable to produce a **valid driver's license** Employees with only an Identification Card will not be issued a parking permit.
- Address, phone number, and e-mail address.
- Vehicle information including **color, year, make, model, state registered, and license plate number**. No portion may be omitted. Temporary plates are acceptable until permanent plates are received, but must be updated at that time.
- Signed by hand, and dated by the employee.  
**Electronic signatures will not be accepted.**

**Graduated permits are not accepted for individuals 18 years of age or older**

Discounts are not guaranteed, and no refunds will be issued if a discount is not received. Parking requests are held for **30 days from the date listed on the form**; after that time, the request will **expire** and must be resubmitted.



**PHOENIX SKY HARBOR  
INTERNATIONAL AIRPORT**

# FRIENDLY REMINDER

Employee parking privileges are for conducting official Sky Harbor Airport related business only.

**Violators are subject to daily rate charges and possible administrative discipline.**

Airport parking privileges **may not** be used for the following purposes:

- **Personal Use** - e.g. vacations, sick leave, to pick up family members, etc.
- **Card Sharing** - e.g. sharing parking permit(s) with family, friends, co-workers, etc.
- **Non-Sky Harbor Airport-related work** - e.g. company sends employee to work at another airport.
- **Storing Vehicle**– vehicles in facilities longer than 7 days will be investigated
- **Camping or sleeping within an Airport parking facility.**

\*The rules listed in this newsletter are not all-inclusive. See the Employee Parking Terms and Conditions for a complete listing.

If you have any questions regarding the Employee Parking program or would like a copy of the Employee Parking Terms and Conditions, please contact your company Parking Representative or the Parking Services Office at (602) 683-3615.



## Hangers

Please ensure your parking hanger is hanging visibly from your vehicle's rearview mirror at all times, so Airport Operations staff and ACE Parking Customer Service Representatives can easily confirm the permit during their rounds. Vehicles without a clearly visible parking hanger may be subject to citation or towing at the owner's expense. Proper display of the permit helps maintain efficient lot monitoring and ensures authorized use of parking spaces.



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