



**EMPLOYEE PARKING AGREEMENT
PHOENIX SKY HARBOR INTERNATIONAL AIRPORT**

PHX Parking Office
3420 E. Sky Harbor Blvd., 2nd Fl.
Phoenix, AZ 85034
Phone: (602) 683-3615
AirportParking@Phoenix.gov

The authorized Parking Operator for the City of Phoenix Aviation Department hereby grants Cardholder the privilege of parking a Vehicle at the specified Parking Facility, subject to the Terms and Conditions enumerated herein.

Cardholder Information (Please Print Clearly):

NAME	Last	First	Middle
	<input type="text"/>	<input type="text"/>	<input type="text"/>
Home Address	Home Address		
	<input type="text"/>		
	City	State	Zip Code
	<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone Number E-mail	Home Phone	Business Phone & Extension	E-Mail
	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mailing Address (if different than above)	Mailing Address (if different than above)		
	<input type="text"/>		
	City	State	Zip Code
	<input type="text"/>	<input type="text"/>	<input type="text"/>
EMPLOYER	Company Name	Division/Section/Job Title	
	<input type="text"/>	<input type="text"/>	
VEHICLE #1	Color/Year/Make/Model		State & License Plate No.
	<input type="text"/>		<input type="text"/>
VEHICLE #2	Color/Year/Make/Model		State & License Plate No.
	<input type="text"/>		<input type="text"/>
EMERGENCY CONTACT	Name		Phone No.
	<input type="text"/>		<input type="text"/>

AS CARDHOLDER, I UNDERSTAND AND AGREE TO ABIDE BY THE TERMS AND CONDITIONS LISTED ON THE REVERSE SIDE OF THIS FORM.

Signed: _____ Date: _____

Operator Use Only

Parking Facility(s) Authorized	
<input type="checkbox"/> 44th St. Employee	<input type="checkbox"/> Terminal 2-3-4
<input type="checkbox"/> Terminal 2 Upper	<input type="checkbox"/> South Air Cargo
<input type="checkbox"/> Terminal 3	<input type="checkbox"/> West Air Cargo
<input type="checkbox"/> Terminal 3 EPG	<input type="checkbox"/> Global
<input type="checkbox"/> Terminal 4 EPG	<input type="checkbox"/> City of Phoenix
<input type="checkbox"/> Terminal 4 Roof	<input type="checkbox"/>

Facility Access Type	
<input type="checkbox"/> Parking Card	Card No. _____
<input type="checkbox"/> Parking Permit	Permit No. _____
<input type="checkbox"/> Motorcycle Permit	Permit No. _____

TERMS AND CONDITIONS

RECEIVE BY:

DATE:

Use Regulations

1. Airport Cardholder parking privileges, whether parking in an employee or public lot, are for conduct of official Phoenix Sky Harbor Airport-related duties only. Airport Cardholder parking privileges may not be used for vacations, personal business matters, or business travel unrelated to the Airport.
2. Parking permits and access cards are provided for the exclusive use of the authorized Cardholder. Parking privileges assigned to a Cardholder shall not be transferred or shared with other employees, spouses, friends or relatives.
3. For those assigned a parking card, the card must be used to both enter and exit the parking facility. For those assigned a parking permit, a current permit must be prominently displayed at all times while vehicle is in the facility. Cardholders who forget their parking card or permit are responsible for any fees incurred to park in an alternate location.
4. Parking cards and permits are valid for only one vehicle in any parking facility at a given time.
5. Vehicles shall occupy one parking space only; oversize vehicles are prohibited.
6. Possession of a parking card or permit does not guarantee parking availability in a given facility. The Parking Operator may require Cardholder to park at an alternate Facility.
7. A City of Phoenix Airport badge, a company-issued identification badge, or proof of Airport employment is required to enter Airport employee parking facilities and/or board the employee shuttle bus.
8. Airport Cardholder parking privileges are limited to the time the employee is conducting official Airport-related duties.
9. Cardholders may not store vehicles in Airport parking facilities. Vehicles parked in a public or employee parking facility for more than 30 days will be deemed abandoned and transferred to City's contractor for disposal.
10. Cardholders may not use forged, stolen or lost permits or cards to enter or exit an airport parking facility.
11. Cardholder agrees that the Aviation Department may relocate Vehicle to perform parking facility maintenance or repairs, or to maintain safe operation of the Parking Facility.
12. All directional and parking signs found in or around Facility must be obeyed.
13. Employees assigned to revenue-generating public facilities are to park in the remote areas of the facilities thereby leaving the most convenient spaces available for paying customers.
14. Mechanical work above and beyond a jump-start, tire change, or radiator fill is prohibited in an Airport Parking Facility. Further, vehicles that become inoperable due to mechanical or other failure must be removed from the Airport's parking facilities as soon as feasibly possible.
15. Cardholder may not litter in Facility, nor commit any nuisance or other act that may disturb other users of Facility.
16. Vehicles should be locked and valuables should not be left in Vehicles.
17. Cardholder agrees to abide by federal, state, and local laws and codes and Aviation Department rules and regulations.
18. Only vehicles with current registration and tags are allowed to park in Airport parking facilities. Arizona residents must title and register their vehicle with the Arizona Department of Transportation's Motor Vehicle Division immediately upon residency.
19. Vehicles not parked in accordance with signage and/or regulations or in compliance with terms and conditions contained herein are subject to citation and/or tow at Vehicle owner's expense.

Account Maintenance

20. Cardholder is required to immediately inform Parking Office of any changes to parking status, contact and vehicle information.
21. Upon termination, Cardholder must return parking cards and/or permits to their employer or the Operations Parking Office.
22. Fees for the replacement of lost, stolen or damaged parking access cards or permits are the responsibility of the employee, not the company.
23. Operator may terminate this agreement at any time.

Damage

24. Cardholder shall reimburse Operator for the cost of any and all repairs of damage to Facility or any part thereof caused by Cardholder.
25. Cardholder must report all damage claims to Facility management staff before claimant leaves Facility.
26. Cardholder agrees to indemnify, defend, and hold harmless the City of Phoenix, its authorized operator and their respective officers, employees, agents and contractors from all claims of loss or damage, including all costs and attorney's fees incurred in defending against such claims. Cardholder understands that no bailment contract, expressed or implied, is created.

The City of Phoenix or its Operator may terminate this agreement and revoke any and all parking privileges granted to cardholder for violation of any provisions contained herein or violations of federal, state, local laws, or Aviation Department rules and regulations.