City of Phoenix

AVIATION DEPARTMENT
AIRPORT OPERATIONS

SKY HARBOR INTERNATIONAL AIRPORT
VEHICLE IDENTIFICATION AND INSURANCE INFORMATION

Obtaining access to the Air Operations Area (AOA) of Phoenix Sky Harbor International Airport requires that your company be set up and registered with the Airport Security Badging Office. This will require completion of a Company Application for Air Operations Area Access. Employees will be required to undergo fingerprint-based criminal history records checks, attend necessary training, and obtain airport badges.
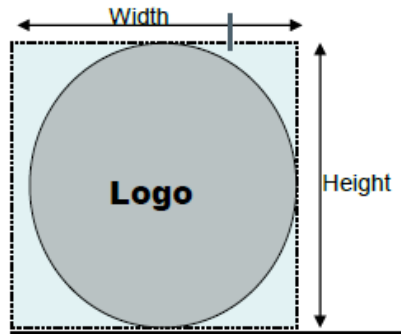
To obtain vehicle driving privileges, each company must submit the required proof of insurance to the Badging Office. Each employee who will need to have non-movement driving privileges will need to successfully pass the required training. An Airfield non-movement endorsement will be added to the airport badge when these requirements are met. Additional fees may apply.

All company vehicles are required to have logos on both sides of the vehicle. Logos must be a minimum of 12 inches in diameter with 4-inch-high lettering against a contrasting background for easy identification (see attached).

The Certificate of Insurance must include the following:

- The Certificate Holder section must state: City of Phoenix Aviation Department, Attn: Security Badging Office, 3300 East Sky Harbor Blvd, Phoenix, AZ 85034

- The City of Phoenix Aviation Department shall be named as an Additional Insured.

- Vehicles covered by the policy shall be identified: i.e., owned, non-owned, hired, etc.

- Appropriate amount of coverage shall be listed. Each company must carry a combined limit of at least $5,000,000 in Automobile Liability and/or Excess or Umbrella Liability. At least $1,000,000 of this combined limit must be listed in Automobile Liability.

- Automobile Liability
  Bodily injury and property damage for any owned, hired, and non-owned vehicles used in the performance of this Contract. Combined Single Limit (CSL) $5,000,000

  a. The policy shall be endorsed to include the following additional insured language: "The City of Phoenix shall be named as an additional insured concerning liability arising out of the activities performed by, or on behalf of the Contractor, including automobiles owned, leased, hired, or borrowed by the Contractor".

  b. The policy shall not contain any restrictions on coverage concerning operations on or near airport premises.

- Each policy must include a policy number and expiration date. Binders are not accepted.
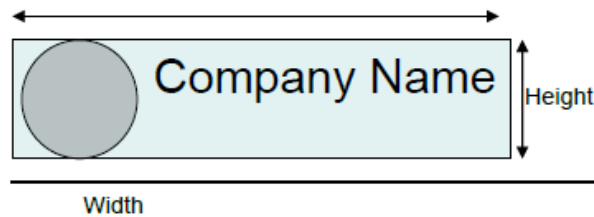
Width

Height

Logo

Logo Only

If using a logo only on each side of the vehicle it must be greater than 12 inches in diameter or the 'width' multiplied by the 'height' must be greater than 144 square inches.

or

Company Name

Height

Width

Logo and Letters

The width of the logo plus the letters

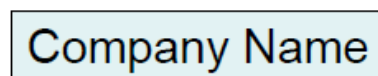(measured from one side of the logo to the opposite end of the letters)

multiplied by

the height of the highest point

(measured from the bottom of the lowest point of the logo plus company name to the highest point of the logo and company name)

must be greater than 144 square inches

or

Company Name

Lettering Only

The letters must be 4" or greater