



Key West
International Airport

New
 Replace
Tag # _____

EMPLOYEE PARKING PERMIT REQUEST FORM

Employee Name

Company/Employer Name

Employee Email Address

Employee Phone Number

Employee Street Address

City State Zip Code

VEHICLE # 1 INFORMATION

VEHICLE # 2 INFORMATION

Make

Make

Model

Model

License Plate #

License Plate #

State

State

Employee Parking Permits are issued at the start of employment and are renewed every year on or before December 31st. **NOTE:** Only one (1) hangtag parking permit per employee will be issued.

- o The speed limit for the parking area is 15 mph and must be observed at all times. Anyone caught driving above the posted speed limits on Airport Property will lose all driving privileges at the Airport.
- o Must have a valid Driver's License.
- o Your hangtag **must be displayed** on the front windshield when parked in the designated parking area. The parking stickers must be displayed on a visible surface of your scooter or motorcycle.
- o **Airport Administration has the right to re-designate or relocate Employee Parking area at any time.**
- o Hangtags should **not** be loaned; if a hangtag is found on a vehicle that does not correspond to the paperwork it will be towed.
- o If your vehicle is broken down you must update the Airport Badging Office or Airport Administration.
- o When an employee terminates employment at the Airport, the permit must be immediately returned to the Airport organization with whom they were formerly employed, or the Airport Badging Office along with ID Media.
- o Employees are responsible for maintaining possession of their parking permit. **NO** temporary tags are available. If the parking permit is lost or stolen there is a non-refundable replacement fee of \$20.00.
- o Parking is at your own risk. EYW is not responsible for loss or damaged vehicle/scooter/motorcycle.

The Airport Administration reserves the right to tow any vehicle/scooter/motorcycle that is in violation of these rules, at the owner's expense.

I have read and agree to the terms above.

Employee Signature

Manager's Signature (required)

AIRPORT MANAGEMENT USE ONLY	
Date Received _____	Issued By _____
Permit # Issued _____	