



YLW

Kelowna International Airport

1-5533 Airport Way
Kelowna, BC V1V 1S1
250-807-4300
ylw.kelowna.ca

**Employee Parking Decal
Application Form**

ADM-18

APPLICANT:

NAME: _____
(Surname) (Given Names)

ADDRESS: _____

PHONE NO.: _____

OCCUPATION: _____

I certify that I have read, understand and agree to comply with the terms of issue of a Kelowna International Airport Employee Parking Decal. (See over and initial on the back side of the page)

DECAL # _____ RECEIVED: _____ DATE: _____
(yy/mm/dd)

EMPLOYER'S STATEMENT:

This person identified above is an employee of:

COMPANY NAME: _____

PHONE NO.: _____

I certify that the above-named is employed in the Air Terminal Building/Combined Operations Building which necessitates he/she obtain an Employee Parking Decal.

DATE: _____ SIGNATURE: _____

TITLE: _____
Company Official

ADMINISTRATION:

DATE: _____
(yy/mm/dd)

SIGNATURE: _____
Airport Operations Clerk

TERMS AND CONDITIONS OF PERMIT

1. The provisions of the Airport Traffic Regulations shall apply to the owner and operator of a vehicle when using the Employee Parking Lots.
2. This Permit and accompanying decal expires:
 - (a) if revoked by the Airport Director;
 - (b) if holder ceases to be employed at this Airport;
 - (c) if holder changed employers at this Airport;
 - (d) if decal becomes damaged or unreadable;
3. All expired/revoked/damaged Employee Parking Decals must be returned to the Pass Control Office immediately.
4. Decals must be visible and affixed to the lower front right side of the windshield, number facing outward.
5. Vehicles that do not display a current valid employee parking decal shall be subject to ticketing and removal from parking lots.
6. Vehicles must be parked within marked parking space in the employee lots.
7. Driving speed within parking lots is 10 kmh.
8. Blocking the entrance or exit of the lot is not permitted.
9. City of Kelowna will not be responsible for damage to vehicles using any City of Kelowna operated Employee Parking Lot.
10. Accidents, thefts, or losses within employee parking lots should be reported immediately to the Airport Security.
11. All vehicles using employee parking lots must be registered and equipped as required by the laws of the Province and Municipality in which the Airport is located.
12. No overnight parking is permitted.
13. Trailers, campers, and other oversized vehicles are prohibited.
14. Pursuant to City of Kelowna Bylaw No. 7982 a non-refundable fee will be charged for replacement of any lost or damaged parking decal.

I certify that I have read, understand and agree to comply with the terms of issue of a Kelowna International Airport Employee Parking Decal. Please initial in the box provided.

(initial)