

**WICHITA AIRPORT AUTHORITY  
AIRPORT TENANT EMPLOYEE PERMIT PARKING CONTRACT**

Employee Name:	Employer/Tenant:
Address:	Mailing address:
City/State/Zip:	City/State/Zip:
Home Phone:	Business Phone:
Vehicle Make/Model:	License Plate:

I, the undersigned person (“Employee”) hereby apply for parking privileges at Wichita Dwight D. Eisenhower National Airport, based on my status as an employee of the above-named tenant or company operating at the Airport, and request that the necessary employee parking lot access media and/or permit be issued to me. I agree to pay the applicable parking fees in effect, at the times and in the manner specified below, and agree to comply with the Terms of this Agreement, Airport Employee Parking Rules and Policies, and Airport Standard Operating Procedures currently in effect and as may be amended without notice from time to time. I understand that my parking privileges may be revoked for failure to pay the parking fees in a timely manner, or for violating the Terms of this Agreement or Airport Employee Parking Lot Rules and Policies.

\_\_\_\_\_  
Employee’s Signature \_\_\_\_\_  
Date

Employer’s Certification. I, \_\_\_\_\_, the \_\_\_\_\_ of the above  
(name) (title)

named Employer/Tenant hereby certify that the above named Employee is employed at Wichita Dwight D. Eisenhower National Airport by our company.

Employer’s signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TERMS AND CONDITIONS**

1. References below to “Authority” or “the Authority” are understood to refer to the Wichita Airport Authority either solely or through its contracted parking manager (currently ABM Parking Services). Parking management contractor may change without notice, and any such change does not invalidate this agreement.
2. The privileges granted by this Contract are subject to availability of space, and no specific parking space or location is reserved for Employee’s vehicle. The Authority is not responsible for other activities in the vicinity of the Employee Permit Parking Lot, which may impact the availability of parking. The location, configuration, and capacity of the Employee Permit Parking Lot are subject to change at any time without notice.
3. Employee Parking is on a month-to-month basis and may only be terminated prior to the first day of a calendar month. In no event shall the Employee be entitled to refund of prepaid parking fees where such termination was initiated by the customer. No allowances will be made for time not used, nor may the Employee permit or allow any other person to use their Employee Permit Parking Lot access media and/or to park in the Employee Permit Parking Lot in the Employee’s absence.
4. In accordance with WAA Standard Operating Procedure 19, effective February 15, 2012, and subsequent amendments thereto, the monthly Airport Employee Parking Fees are set by the Authority, and are subject to change at any time upon 30 days’ notice. The Airport Tenant Employee Parking Fees in effect as of \_\_\_\_\_ are:

Airport Tenant Employee: \$ \_\_\_\_\_/month

Airline Commuter (airline flight or cabin crew-member who resides in the Wichita area, but is not employed (based) at Wichita Eisenhower Airport) \$ \_\_\_\_\_/month

5. In addition to the Airport Tenant Employee Parking Fees, there will be a fee for replacement of lost, stolen, or damaged parking access media, as follows:

First instance	\$10
Second and any additional instance	\$25

6. Monthly Parking Fees for the initial month of this Contract must be paid before Employee Permit Parking Lot access media will be issued. Thereafter, monthly parking fees are due and payable in advance, on or before the first day of each month, without notice, demand, or set-off. If payment for an Employee's monthly parking fee is not received by the fifth (5<sup>th</sup>) day of a month, the Authority may revoke the Employee's parking privileges.
7. Payments by cash, credit, or check may be made in person at the parking office (at the Terminal Parking exit plaza) or may be mailed to ABM Parking Services (2199 Airport Road, Wichita, KS 67209). Checks shall be made payable to "ABM Parking Services." Payment may also be made through automatic billing of a credit or debit card. To sign up for this service, call the parking office at (316)946-4772.
8. Employee shall obey and comply with all applicable Employee Permit Parking Lot parking rules, regulations, and posted signs. Employee shall park only in designated spaces, and must park wholly within the painted lines. Oversized vehicles and trailers are prohibited. The speed limit in the Employee Lot is 15 MPH. Vehicles not parked in compliance with Employee Permit Parking Lot rules or posted signs are subject to being ticketed or towed without notice at the Employee's expense.
9. Articles left in vehicles parked in the Employee Permit Parking Lot are left at the vehicle owner's risk. It is expressly understood that neither the Authority nor its contracted parking manager are responsible for loss or damage to any vehicle, or its contents, by fire, vandalism, theft or any other cause, nor for loss, damage or injury by or to the Employee or any other person. Employee acknowledges that the Authority has no duty to provide security, and expressly does not assume any obligation to provide for the security of the Employee Permit Parking Lot or to protect individuals using the Employee Permit Parking Lot or vehicles in the Employee Permit Parking Lot from criminal activities. This contract is not a bailment or a lease of real property.
10. The Authority reserves the right to close, relocate or modify the Employee Permit Parking Lot for repairs, maintenance or capital improvement. When closing the Employee Permit Parking Lot, the Authority shall endeavor to provide alternative parking arrangements for employees. No refunds will be given if the Employee Permit Parking Lot is closed or undergoing maintenance or repairs.
11. In addition to any other available right or remedy, the Authority may terminate this Contract and the parking privileges granted hereunder if Employee fails to fully observe and comply with each of Employee's obligations under this Contract, including but not limited to, a failure to pay when due the monthly parking fees or any other amount required to be paid under this contract.
12. Employee may not transfer, lend, loan, sell or trade Employee Permit Parking Lot access media.
13. This Contract is made under and shall be governed by the laws of the State of Kansas, without regard to conflicts of law principles. Venue of any action brought concerning this Contract shall be proper and lie exclusively in Sedgwick County, Kansas. This Contract contains the entire understanding and agreement between the parties hereto with respect to Employee's use of the Employee Permit Parking Lot, and may not be amended or altered except by a written agreement signed by the Authority.
14. Vehicles shall not be parked in Employee Permit Parking Lot in excess of ten (10) consecutive calendar days without the prior written approval of ABM Parking Services or the Wichita Airport Authority. Vehicles parked for more than ten (10) consecutive calendar days without such written authorization may be towed and impounded without notice, and at owner's expense, separate from and in addition to any citation already incurred. Vehicles parked for more than thirty (30) consecutive calendar days without such written authorization are subject to the City of Wichita property abandonment and disposal procedures.