



Employee parking is available for all terminal tenant employees. New employees need to fill out the parking request form on Page 2 of this document and return it along with payment to the Airport Authority Office Monday through Friday 8 am to 4:30 pm, we are closed 11:30-12:30 for lunch. If you are employed by the airlines or one of our other tenants, but are not based here and need a pass you will be required to show active employment credentials.

Employee parking passes are \$25 and are non-refundable. If the pass is lost or stolen, you will be charged another \$25 to obtain a new pass. Parking fees are charged per calendar year and will be due annually on January 1. Parking access will be denied for unpaid annual fees.

Payment can be made by Visa, MasterCard or check. We do not accept cash payment. Online payment for credit cards are available on our website.

Please fill out form on next page.

Thank you.

3801 W. Ferguson Rd., Ste. 209 • Fort Wayne, IN 46809-3194 • Ph: 260-747-4146 • Fax: 260-747-1762 • Web: www.fwairport.com

FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY

FORT WAYNE INTERNATIONAL AIRPORT EMPLOYEE PARKING REQUEST FORM

EMPLOYEE NAME _____

HOME MAILING ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

COMPANY _____ DATE OF HIRE _____

EMPLOYEE'S PHONE # _____

EMPLOYEE'S EMAIL ADDRESS _____

EMPLOYEE'S SIGNATURE _____

POSITION/CIRCLE ONE: PILOT FLIGHT ATTENDANT TERMINAL EMPLOYEE

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TO BE COMPLETED BY THE EMPLOYEE'S MANAGER:

- NON-REFUNDABLE ACCESS CARD (\$25)
- BILL COMPANY

I certify that the above person is a current employee of _____
and is employed at the Lt. Paul Baer Terminal Building, Fort Wayne International Airport.

MANAGER'S
SIGNATURE:

TITLE:

.....
FOR OFFICE USE ONLY:

Card # _____ Date Issued _____

Paid: _____ By: _____

Receipt # _____

**ACCESS CARDS ARE NON-TRANSFERABLE. YOU ARE RESPONSIBLE FOR THE CARE OF THE CARD ISSUED TO YOU.
IF YOU DAMAGE OR LOSE IT – YOU WILL BE CHARGED ANOTHER \$25 NON-REFUNDABLE FEE TO REPLACE IT.**