

AIRPORT PROVIDER PERMIT CATEGORY "L"
AIRPORT ACTIVITY PERMIT

I. Definition:

An Airport Activity Permit may be issued to individuals, organizations, companies, or corporations for the use of Airport properties and/or facilities under the control and jurisdiction of the Lee County Port Authority. The Airport Activity Permit shall be issued in lieu of the Permit to Use County Property and/or the Lee County Special Event Permit.

II. Standards:

- A. Permittee must obtain all Federal, State and local licenses, as may be required, prior to commencement of activities on Port Authority properties.
- B. Permittee shall provide and maintain in full force during the term of the permit the insurance coverage required below:

Airside Responsibility

- 1. Comprehensive General Liability Insurance in the amount of one-million dollars (\$1,000,000) combined single limit.
- 2. Comprehensive Automobile Liability Insurance in the amount of one million dollars (\$1,000,000) combined single limit.
- 3. Worker's Compensation in the amount required by Florida Statutes.

Landside Responsibility

- 1. Comprehensive General Liability Insurance in the amount of five hundred thousand dollars (\$500,000) combined single limit.
 - 2. Comprehensive Automobile Liability Insurance in the amount of five hundred thousand dollars (\$500,000) combined single limit.
 - 3. Worker's Compensation in the amount required by Florida statutes.
- C. Deviations from the coverages specified in Paragraph B are expressly authorized where, in the opinion of the Lee County Port Authority's insurance agent, such deviations, up or down, are warranted. No permit shall be issued unless a certificate of insurance for the amounts indicated in paragraph B is received or a written statement expressing satisfaction with the insurance arrangement is

AIRPORT PROVIDER PERMIT CATEGORY "L"
AIRPORT ACTIVITY PERMIT

appended to the application by the Lee County Port Authority's insurance agent. Certificates of Insurance shall show the Lee County Port Authority as an additional insured.

III. Fees

A. Basic Charges

1. All permit applications shall be accompanied by a non-refundable payment of twenty-five dollars (\$25.00) to cover processing costs.
2. Lee County Port Authority personnel may be provided at the discretion of the Executive Director or his designee at the prevailing overtime rate.
3. All utility charges will be paid by the permittee, along with any charges for hook-up, disconnection, or other special fees.

B. Charges to Commercial Sponsors

1. Charges for revenue producing activities shall be based upon the number of days usage, to include days for set-up and breakdown; on the expected wear and tear on the facility; and on the precise space/facilities requested. The exact daily charge shall be predicated upon the prevailing rate currently established for recurring events such as bank sponsored car show (\$1,000 per day in 1989 and as amended by subsequent Airport Usage Fee Guidelines, attached).
2. Charges for non-revenue producing activities (e.g.; driver safety training, etc.) shall be as prescribed in the current Airport Usage Fee Guidelines. The charge shall be less than for revenue producing activities and may reflect the value of the activity to the community as a whole (e.g.; safety training). Generally, such charges should not exceed fifty percent (50%) of charges for revenue producing activities. Use of Airport facilities shall not be permitted for such activities at rates below those of comparable privately operated facilities which are reasonably available.

C. Charges to noncommercial sponsors

1. Daily charges for fund-raising activities by non-profit corporations and

AIRPORT PROVIDER PERMIT CATEGORY "L"
AIRPORT ACTIVITY PERMIT

similar organizations shall not exceed fifty percent (50%) of the normal charge to for-profit organizations. A petition for waiver/reduction of this charge may be submitted, along with the application for approval/rejection by the Executive Director or his designee, subject to current Airport Usage Fee Guidelines.

2. No daily charges shall be assessed for non-fund raising activities conducted by non-commercial sponsors which may be construed as benefiting the community.

IV. Safety

The applicant agrees to provide adequate traffic and crowd control, emergency medical services and any other items, at the applicant's expense, required by Lee County and the Lee County Port Authority to protect the health, safety and welfare of the public. The Port Authority shall have the power to review the proposal and require as necessary, detailed plans, diagrams, and explanations to clearly outline, to the Port Authority, exactly what the applicant is proposing. The applicant shall obtain the review and sign-off of the Lee County Port Authority Airports Police Department, Lee County Emergency Medical Services and Lee County Department of Transportation and Engineering, and Lee County Port Authority ARFF.

V. Delivery, Acceptance and Surrender of Premises:

Applicant agrees to accept the said Lee County Port Authority property on possession as being in a satisfactory state of repair and in sanitary condition.

The applicant shall surrender the premises to the Lee County Port Authority in the same condition as when applicant takes possession, allowing for reasonable use and wear, and damage by acts of God. Applicant agrees to remove all business signs or symbols placed on the premises by the applicant before redelivery of the premises to Lee County Port Authority, and shall restore the portion of the premises on which they were placed in the same condition as before their placement. Any signs and markings in connection with this event shall be temporary and removable; painting on roadways, trees or any other fixed object is strictly prohibited. Applicant agrees to clear the Port Authority property of litter.

AIRPORT PROVIDER PERMIT CATEGORY "L"
AIRPORT ACTIVITY PERMIT

AIRPORT ACTIVITY PERMIT
APPLICATION

Airport Which Activity Permit is Requested: _____ SWFIA: _____ PAGE: _____

Name of Applicant/Organization: _____

Address of Applicant/Organization: _____

Phone Number of Applicant/Organization: _____

Name of Contact Person: _____ Phone: _____

Name of Alternate Contact Person: _____

Phone Number for Alternate Contact: _____

Date(s) of Event: _____

Hours of Operation: _____

Estimated Number of Persons Per Day: _____

Complete description of event planned (to include activities, purpose, equipment brought in, facilities needed, etc): _____

Site Plan Attached (circle one) YES NO N/A (per Operations Mgr)

Certificate of Insurance Attached (circle one): YES NO
Certificate must include liability, comprehensive, automobile and Worker's Compensation (as appropriate).

Will food or drink be served: YES NO

Will alcohol be served: YES NO (Permissible only with proof of appropriate permit and Lee County Port Authority Police Department approval.)

What arrangements have been made for restroom facilities, trash collection and clean up? _____

AIRPORT PROVIDER PERMIT CATEGORY "L"
AIRPORT ACTIVITY PERMIT

The applicant does acknowledge and hereby affirms that any and all information is accurate to the best of his/her knowledge. Any use of the Airport under this permit is at the sole risk of the Permittee. Notwithstanding any minimum insurance requirements prescribed above, Permittee agrees to release, indemnify, and hold harmless Authority and Lee County (and their respective Commissioners, officers, agents, and employees) from any and all injury, loss, or damage, of any nature whatsoever, to any person or property in connection with the use of the Airport by Permittee, its employees, agents, and invitees (regardless of whether caused by negligent acts of the Authority or Lee County, or their agents, employees, or contractors, unless such acts constitute willful misconduct or gross negligence), and for any and all fines or penalties imposed by any governmental agency (including but not limited to the Federal Aviation Administration and the Transportation Security Administration) as a result of the failure of Permittee or its agents, employees, or invitees, to abide by or comply with any statutes, ordinance, rule, regulation, or other requirement. The applicant/permittee further acknowledges and agrees to the following special conditions governing the issuance of this Airport Activity Permit:

1. All permits shall be issued by the Executive Director, or his designee, who may impose such special requirements as may be appended above his approving signature below and who may terminate such approval at any time without cause. Further, the Executive Director, or his designee, may for any reason elect not to use this vehicle for approval and may, instead, refer the applicant to Lee County to obtain approval via processing of a Lee County Special Event Permit Application. Each permit shall be for a single event only. Any subsequent events of a similar nature shall require a separate application.
2. The determination as to the necessity for use of Port Authority personnel and charges thereof shall rest with the Executive Director, or his designee, and shall be final and conclusive.
3. Permittee shall be unconditionally responsible for any charges arising from damages to Port Authority property, use of utilities, etc., and may, at the option of the Executive Director, or his designee, be required to post a bond, letter of credit, or cash deposit with the Port Authority to guarantee full settlement of all potential charges.
4. Permittee shall cooperate fully with the Port Authority requirements. Activity on the airfield side of the fence shall be under direct Port Authority supervision and shall comply fully with any safety or security requirements deemed necessary by the Executive Director or his designee.

I have read and agree to the above and understand that failure to comply with any of these conditions is grounds for termination of this Permit.

I am enclosing a \$25.00 application fee: YES NO

I have been advised that my usage charge shall be _____ with estimated additional charges of _____ which I find satisfactory and agree to make deposits/payments as mutually determined.

I request that my activity be permitted at no cost/reduced cost. YES NO
(Justification is attached).

AIRPORT PROVIDER PERMIT CATEGORY "L"
AIRPORT ACTIVITY PERMIT

PRINTED NAME

COMMENTS: _____

Company/Organization

DOT&E:

Date

Recommend APPROVAL/DISAPPROVAL

Authorized Signature

Comments: _____

**DIRECTOR OF GENERAL AVIATION
(Page Field):**

EMS:

Recommend APPROVAL/DISAPPROVAL

Recommend APPROVAL/DISAPPROVAL

COMMENTS: _____

Comments: _____

RISK MANAGER:

HEALTH DEPARTMENT:

Recommend APPROVAL/DISAPPROVAL

Recommend APPROVAL/DISAPPROVAL

COMMENTS: _____

Comments: _____

ARFF:

APPROVED AS TO FORM:

Recommend APPROVAL/DISAPPROVAL

BY: _____

Port Authority Attorney's Office

COMMENTS: _____

Comments: _____

AIRPORT POLICE:

LEE COUNTY PORT AUTHORITY:

Recommend APPROVAL/DISAPPROVAL

Executive Director or Designee

COMMENTS: _____

Recommend APPROVAL/DISAPPROVAL
Pursuant to the following condition(s):

MAINTENANCE:

Comments: _____

Recommend APPROVAL/DISAPPROVAL