# Airside Vehicle Permit Request

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| --- | --- |
| Aircraft Operator or Company: |   |
| Authorised Driver: |  *(Full name)* |
| Phone Number: |   | Mobile: |   |
| Email: |   |
|  |  |
| Vehicle Registration: |   | Vehicle Make: |   |
| Vehicle Colour: |   | Vehicle Model: |   |
| WOF Expiry Date: |   | *Unless otherwise approved by KCAHL, this vehicle* ***must*** *have a valid WOF throughout the timeframe of this permit* |
| Radio - 118.30Mhz: | [ ]  YES | [ ]  NO | [ ]  N/A | Call Sign: |  *(If applicable)* |
| Location on Aerodrome Approved for Vehicle Use: | Select Location  |
| Purpose of Use: |   |
| Additional Conditions Imposed: |   |
|  |
| Office Use Only | Permit Number: |  | Issued Date: |  |
| Issued By: |  | Expiry Date: | *(Maximum 12 months)* |
|  |
| **CONDITIONS OF THE AIRSIDE VEHICLE PERMIT**Any operator of this vehicle must comply with the **Kapiti Coast Airport** [**Operational Conditions of Use**](http://kapiticoastairport.co.nz/media/pdfs/Operational_Conditions_of_Use-Kapiti_Coast_Airport_Holdings_Ltd.pdf)1. Vehicles operating airside are required to hold and display a current Airside Vehicle Permit. The Airside Vehicle Permit label must be displayed on the right hand side of the windscreen or in a readily visible position at the front of the vehicle. Permits are not transferable from one vehicle or driver to another.
2. Any person operating a vehicle beyond an apron or hangar facility shall notify AFIS of their intentions. Two-way communication between the vehicle and AFIS must be available or the vehicle must be accompanied by a person authorised in clause 2.3.1(a) or (f) of the Operational Conditions of Use.
3. All vehicles operating within the Operational Area of the airport shall display an amber flashing light and/or turn their hazard lights on.
4. Vehicles within a manoeuvring area or within the equipment lines on the Western Apron must not be left unattended, unless the area is closed by NOTAM. Drivers of the vehicle must remain in 2-way communication with AFIS on 118.30MHz and be required to move the vehicle immediately upon request.
5. Only the vehicle and driver(s) noted are permitted for operation within the Operational Area and are restricted to the areas defined on the front of the permit issued.
6. KCAHL reserves the right to remove people or vehicles from the airport for breaches of any rules, regulations, instructions or the conditions of this permit.
7. Instructions either specific or implied on this permit are issued without prejudice to the operator’s contractual or legal obligations.

For further information or clarification regarding this permit, contact the **Airport Manager** by email: **manager@kapiticoastairport.co.nz**, or phone: **(04) 298 1013** |
|  |
| Individual Signature: |  | KCAHL Signature: |
|  |  |  |
| Date: |   |  | Date: |  |

Send completed request form to the Kapiti Coast Airport Manager –

Email: manager@kapiticoastairport.co.nz | Post: 60 Toru Road, Paraparaumu Beach 5032