



REVOCABLE PERMIT AGREEMENT FORM

Santa Maria Public Airport District
3217 Terminal Dr.
Santa Maria, CA 93455

www.santamariaairport.com

Phone: (805) 922-1726
Fax: (805) 922-0677

Name of Event: _____

1. GENERAL

Date(s) of Event: _____ _____	Start Time: _____	End Time: _____
Date of Setup: _____	Start Time: _____	End Time: _____
Date of Dismantle: _____	Start Time: _____	End Time: _____

Total Fees for Event (\$550 per day): _____

Location: _____

Organization/ Individual: _____

Address: _____

Telephone #: Day _____ Evening _____

Email Address: _____

Person in Charge: _____

Address: _____

Telephone #: Day _____ Evening _____

Email Address: _____

List other organizations involved: _____

A. You are required to submit this form and provide written proof that you have obtained liability insurance in the amount of \$3,000,000 naming the Santa Maria Public Airport District as an "additional insured".

Can you provide such a policy? Yes ☐ No ☐

(**All forms and the proof of insurance must be received by SMPAD at least 30 days prior to the event being held. **) (**Refer to insurance coverage requirements.**)

B. You are required to conform to all public safety codes (Uniform Fire Code, etc.). A City Fire Prevention Officer may review details of the proposed event. _____ (Initial)



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C. Maximum number of attendees that are expected: _____

(*Events that impact a jurisdiction adjoining the Airport property will require the approval of that jurisdiction 60 days prior to the event being held. *)

D. Live music/public address system: Yes ☐ No ☐

Briefly describe sound equipment, if applicable: _____

E. For events that expect 200 or more attendees the airport requires that a minimum of one police officer be assigned to the event. One additional police officer for each additional 200 attendees may also be required at the discretion of the District. The event organizer will be billed at an hourly rate of \$ _____ per officer. _____ (Initial)

2. SECURITY/TRAFFIC CONTROL

Code of Federal Regulations 49, Section 1542 establishes requirements for airport security. All persons utilizing airport property are required to maintain airport security or be subject to civil penalties by the federal government.

All contractor licenses, permits, etc. are subject to verification by SMPAD. District reserves the right to require contractors to submit copies of their licenses, permits or similar.

Security Personnel: Yes ☐ No ☐

B. Armed Yes ☐ No ☐

Company Name: _____

Company Address: _____

Telephone #: _____

Email Address: _____

Company License #: _____

Contact Person: _____

Number of Personnel: _____



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3. Public Safety

First Aid or Ambulance Personnel: Yes ☐ No ☐

Company Name: _____

Company Address: _____

Telephone #: _____

Email Address: _____

Company License #: _____

Contact Person: _____

Number of Personnel & Ambulances: _____

4. Airport Parking

Valet/Parking Service: Yes ☐ No ☐

Company Name: _____

Company Address: _____

Telephone #: _____

Email Address: _____

Company License #: _____

Contact Person: _____

Number of Personnel: _____

5. SHUTTLE SERVICE

Shuttle Service Utilized: Yes ☐ No ☐

Company Name: _____

Company Address: _____

Telephone #: _____

Email Address: _____



Company License #: _____

Contact Person: _____

Type and number of vehicles _____

6. TRAFFIC PLAN (please provide a traffic and parking map**)**

A. Will the event require any road closures: Yes ☐ No ☐

If yes, which roads: _____

B. Will major traffic arteries be affected by the event: Yes ☐ No ☐

If yes, please list: _____

C. Ingress Point; (How does traffic access your event) _____

D. Is your vehicle traffic being screened for attendees at each event entrance?

Yes ☐ No ☐

E. Egress Point; (How does traffic exit your event) _____

F. Parking; (Where do attendees leave vehicles) _____

G. Is parking area physically separated from air operations area? Yes ☐ No ☐

If no, explain how security will be maintained. _____

H. Provisions for overflow parking; (Location) _____

I. Is overflow parking physically separated from the air operations area? Yes ☐ No ☐

If no, explain how security will be maintained. _____

J. Are personnel utilized to direct traffic? Yes ☐ No ☐

If yes, what locations will traffic control points be utilized? _____

K. Are personnel utilized at parking areas to assist patrons to park? _____

(*Please attach a diagram or map***)**

7. MISCELLANEOUS

A. Food served at event: Yes ☐ No ☐ Food cooked on site: Yes ☐ No ☐ (Events open to the general public may require a "Temporary food facility permit" from the County Health Department.)

B. Alcoholic beverages served: Yes ☐ No ☐ (Events open to the general public require a "Temporary liquor license" from the Alcoholic Beverages Control Board.)

1. ABC Permit: Yes ☐ No ☐

2. ABC Permit #: _____

C. Restroom facilities provided: Yes ☐ No ☐ **(1 restroom for each 100 invitees required)**

1. Number of restroom facilities provided: _____

2. Number of portable restroom facilities included in above: _____

D. Dancing: Yes ☐ No ☐ If yes, Inside Building ☐ or Outside Building ☐

E. Is this an annual event: Yes ☐ No ☐ If yes, how many years has it been held?

F. Temporary structures utilized: Yes ☐ No ☐

1. Tents: How Many: _____ Type: _____ Size: _____

2. Bleachers: How Many: _____ Height: _____

3. Stages: How Many: _____ Height: _____

4. Other: _____



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G. Provisions for trash/garbage disposal: _____

H. Signage: Will event signs be placed on Airport property? Yes ☐ No ☐

If yes, specify location, type, quantity, time period: _____

Please provide a sign location map with proposed signage.

I. Banners: Will banners be placed inside Airport terminal? Yes ☐ No ☐

If yes, specify location, size, and time period: _____

SPECIAL EVENT INSURANCE REQUIREMENTS

1. Without limiting event organizers duty to indemnify, organizer shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability.
 - a. A \$3,000,000 Combined Single Limit Bodily Injury & Property Damage Standard Airmeet Event Liability policy which includes the following coverage:
 - b. Aircraft and Airport Operations Liability, including passenger, products liability and completed operations.
 - c. Grandstand Liability, if grandstands are to be used.
 - d. Limited Product Liability (\$250,000 Aggregate Limit).
 - e. The Santa Maria Public Airport District, its directors, employees, officers, agents and representatives, are to be included as additional named insured. The District shall be provided a Certificate of Insurance not less than thirty (30) days prior to the scheduled event date showing that coverage is in effect for the entire period of the Event. No material change in coverage or cancellation may be made after that time.
 - f. Comprehensive General Liability insurance including public liability, contractual liability and property damage.
 - g. A waiver of any right of subrogation on the part of the Permittee or its insurer against the District by virtue of any payment of any loss under such insurance.
2. In the event of cancellation of insurance, this permit shall be immediately null and void, and Permittee shall immediately cease all operations under this permit and vacate the Airport. In the event of any material change in coverage, District may, at its option, terminate this permit.
 - a. Comprehensive General Liability, including but not limited to premises, personal injury, products, and completed operations, with a combined single limit of not less than \$1,000,000 per occurrence; and
 - b. Comprehensive Auto Liability coverall all motor vehicles, including owned, leased, non-owned and hired vehicles, used in providing services under this Agreement, with a combined single limit of not less than \$1,000,000 per occurrence; and
 - c. If organizer is an employer, organizer shall maintain workers' compensation insurance in accordance with California Labor Code Section 3700 and with a minimum of \$100,000 per occurrence of employer's liability; and
 - d. If, in connection with this Agreement, organizer renders any professional services for which professional errors and omission insurance is necessary in order that all services rendered under



this Agreement be covered by insurance, the organizer shall maintain professional liability insurance in the amount of not less than \$1,000,000 per occurrence.

3. The organizer agrees that any authorized representative of District shall have access to event location at all times.
4. Hold Harmless: Organizer shall indemnify, defend and hold harmless the SMPAD, the United States of America, and their officers, agents and employees from and against any and all claims, liabilities, and losses whatsoever (including, but not limited to, damages to property and injuries to or death of persons, court costs, and attorney's fees) occurring or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims, liabilities, and losses occurring or resulting to any person, firm, or corporation for damage, injury, or death arising out of or connected with organizers performance of this Agreement and the use of the Airport Road system, unless such claims, liabilities or losses arise out of the sole negligence or willful misconduct of the District, organizer's performance includes organizer's action or inaction and the action or inaction of organizer's officers, employees, agents, and subcontractors. Without limiting organizers duty to indemnify, organizer shall maintain in effect throughout the term of this Agreement a policy or policies of insurance covering all of its operations and in the amounts and according to the terms and conditions set forth in this Agreement.
5. It is mutually agreed that this Agreement or the privileges granted herein, or any part thereof, cannot be assigned or otherwise disposed of without the written consent of the District.
6. It is mutually understood and agreed that no alteration or variation of the terms of this Agreement shall be valid, unless made in writing and signed by the parties hereto, and that no oral understandings or agreements not incorporated herein and no alterations or variations of the terms hereto, unless made in writing and signed by the parties hereto, shall be binding upon any of the parties hereto.

IN WITNESS WHEREOF, this Agreement has been executed by; and on behalf of the parties hereto, the day and year first above written.

EVENT ORGANIZER

Signature: _____

Address: _____

Print Name: _____

Title: _____

Date: _____

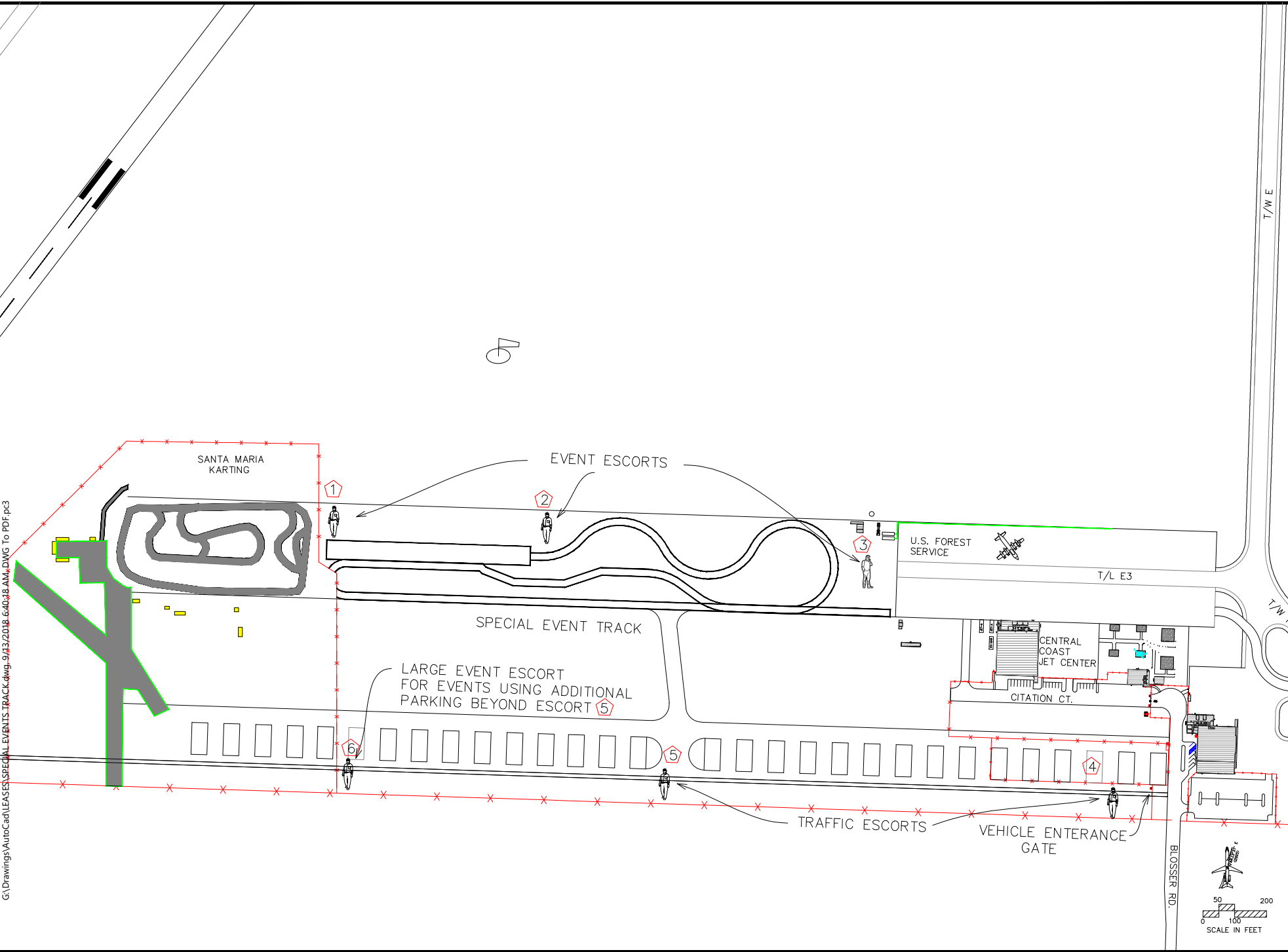
Airport Tenant Security Agreement (ATSA)


On a separate page, notify the District how you intend to maintain airport security.

Content must contain the following:

1. Describe your location and type of business and any subtenants. Mention if it is regulated by TSA under Part 1548, 1549, 1550, Twelve Five Standard Security Program (TFSSP), Private Charter Standard Security Program (PCSSP) or other.
2. List any designated Security Coordinators and alternates and their 24 hr. contact information. If you do not have a designated Security Coordinator then list a 24 hr contact for your business.
3. Describe which gates/ and doors (access points) you are responsible for or have access through at the Airport which lead into the AOA. This includes the doors to your building that lead onto the AOA. Describe the systems used to perform access control functions and alternate features for the access points.
4. Describe any security procedures in place to control access and movement of employees/ customers in the AOA/ SIDA.
5. Mention that you will immediately notify the airport and provide for alternative security measures for changed conditions as described in this agreement.
6. Describe measures taken to control missing keys/ access cards. Be aware that no more than 3% of keys/access cards may be missing at one time. Mention that the airport will be notified within a certain timeframe if any are missing/ lost.
7. Mention that you will advise the Santa Maria Airport (Airport) of any change of this agreement and provide alternate measures taken to ensure compliance.
8. Mention that you will notify Airport Operations when there is a need to replace airfield locks if keys are not returned.
9. State that an Airport or TSA representative may audit your records and security procedures with or without prior notice. Acknowledge that you are also subject to TSA inspections and tests without notice.
10. Acknowledge that you are subject to monetary fines if you fail to carry out any portion of the ATSA and any other security procedures and that there are escalating penalties for subsequent non-compliance.
11. Acknowledge that the Airport may suspend or terminate the ATSA at any time.
12. Describe the procedures you will adopt for the distribution, storage, and disposal of Sensitive Security Information (SSI) under Part 1520.

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 SANTA MARIA AIRPORT SMX	3217 TERMINAL DR. SANTA MARIA, CA 93455. (805) 922-1726	REVISIONS	DATE	BY:	RH
		DATE	9/12/18	BY:	RH
DRAWN BY: RAY HEATH		EXHIBIT A			
SPECIAL EVENT TRACK		DRAWING			
AUTOCROSS		1 OF 1			