



## **CPAD (Airpark) GATE ACCESS CONTROL POLICY**

**Date Adopted: PENDING**

This policy covers the allowed use of a remote for the Cameron Park Airpark gate access system.

The Cameron Park Airport District (CPAD) policy regarding the issuance and use of remote gate openers is to help maintain a safe and secure operating environment at Cameron Park Airport. Please take a moment to familiarize yourself with the policy outlined below. CPAD requires that all persons with authorized access to the airport comply with the Cameron Park Airport Rules and Regulations, Policy 2.1.

### **Policy for Issuing Remote Gate Access from Airpark to Airport**

1. Failure to follow any of these policies is grounds for the deletion/return of remotes and removal of access rights from the Airpark to the Airport through the Airpark gates.
2. You must have a valid reason for airport access through this gate to be eligible to receive a remote or remote access code. Reasons include but are not limited to Aircraft access from the Airpark to the airport or individuals that routinely perform work within the airport boundary and have received both Cameron Park Airport Board and Airport Manager Approval to utilize the Airpark gates.
3. Only one remote or remote access code will be issued per resident of the Airpark.
4. Airport operations can be dangerous and issuance requires the individual to read and sign a statement that they have read, understand and will follow the latest version of the Policy 2.1 CPAD Airport Rules and Regulations, and sign a release of liability form.
5. Do not lend your remote for use by others.
6. “Tailgating” through the gate is not allowed.
7. Remotes and/or remote codes are issued for a calendar period of 12 (twelve) months. The Airport reserves the right to change the remote gate code as required, after a 90 day notification period to alert Airpark residents to the change.
8. Applications for a new/renewal remote or remote code must be made in person at the airport administration office during regular business hours. You will be required to sign both the knowledge and liability forms at renewal if they have been updated since your last signing.

9. Remote access to the airport from the Airpark gates is for residents of the Airpark. If an individual needs a remote, and they are not an Airpark resident, the Airport Manager usually determines eligibility, but an application may require CPAD Board review and approval of a new or renewal application on a case-by-case basis.
10. Please notify the airport administration office immediately if your remote is lost, stolen, or destroyed.
11. Approved airport volunteers that require vehicle access are exempt from the fee, however they must submit an application to renew. The airport manager can terminate access for a volunteer before the renewal and the volunteer shall return the card to the airport manager.
12. Please note that you must escort visitors and invitees that you permit to access the taxiways, tie down aprons and Air Operations Area (AOA) of the airport. You are responsible for the actions of your visitors and invitees when they are within the airport boundary.
13. At NO TIME is anyone allowed to cross or be on the runway in anything other than an aircraft whether on foot or in a vehicle without prior notification and consent and/or escort by the Airport Manager. Refer to the CPAD Policy 2.1 Cameron Park Airport Rules and Regulations for additional details. Failure to abide by this requirement will result in immediate revocation of remotes/remote codes and loss of airfield vehicle access privileges unless in an aircraft.
14. Defeating or tampering in any way with the gate and its mechanisms or any attempt to improperly access the airport is a federal offense and will result in immediate revocation of airport access. It may also result in arrest and prosecution which could lead to incarceration and fines.
15. Exceptions to this Airpark Gate Access Control Policy are permitted for personnel of the Federal Aviation Administration, the National Transportation Safety Board, law enforcement agencies, and the Fire Department, or other emergency responders while on duty.
16. This policy shall be attached to all new and renewal remote/remote code applications. The applicant is required to sign this statement saying that they have read, understand and agree to abide by all provisions of these policies - Policy 2.3.2 Airpark Remote Gate Access Policy and Policy 2.1 Cameron Park Airport Rules and Regulations, and release of liability.
17. Approval of an application shall be by signature of the airport manager.



**APPLICATION FOR AIRPARK REMOTE GATE CODE  
FOR AIRPLANE ACCESS TO CAMERON PARK AIRPORT**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email address: \_\_\_\_\_

Is this application for temporary access for work on the airport? Yes No

Aircraft Registration Number: \_\_\_\_\_ if applicable

Reason(s) for requesting a Remote/Remote Code (Check all that apply):

1. Airpark Resident. Street Address: \_\_\_\_\_

Aircraft N Number: \_\_\_\_\_

2. Owner or employee of an on-airport business: Business Name: \_\_\_\_\_

3. Employee of an on-airport business

a. Name of Business: \_\_\_\_\_

b. Business Owner or Manager printed Name: \_\_\_\_\_

c. Phone number: \_\_\_\_\_

d. Business owner or manager signature and date: \_\_\_\_\_

4. Flight Instructor: Your Name:: \_\_\_\_\_

Flight School Name:: \_\_\_\_\_

5. Airport Maintenance: Your Name:: \_\_\_\_\_

6. Volunteer: Your Name:: \_\_\_\_\_

7. Other: \_\_\_\_\_

I have read and understand this Policy 2.3.2 *Airpark Remote Gate Access Policy* and Policy 2.1 *Cameron Park Airport Rules and Regulations, and release of liability*. To help ensure a safe operating environment at the airport, I agree to abide by all provisions of these policies.

I have received the remote and/or have in my possession Airpark Gate Access Remote Code.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Airport Manager Approval Signature: \_\_\_\_\_ Date \_\_\_\_\_

Payment received: \_\_\_\_\_ Gate Card approval expires on: \_\_\_\_\_



## **AIRPARK GATE WAIVER FOR VEHICLE ASSESS TO CAMERON PARK AIRPORT**

### **RELEASE AND WAIVER OF LIABILITY**

In consideration for being permitted to access Cameron Park Airport; I, my heirs, personal representatives or assigns, do hereby release, waive, discharge, and covenant not to sue, or hold liable, The Cameron Park Airport District, its Board, Officers, employees, and/or agents from any and all claims resulting in personal injury, property damage, accidents, or illness, arising from my participation as a volunteer for the Cameron Park Airport District.

### **ACKNOWLEDGMENT OF UNDERSTANDING**

I HAVE READ THIS WAIVER OF LIABILITY AND FULLY UNDERSTAND THAT I AM GIVING UP SUBSTANTIAL RIGHTS, INCLUDING MY RIGHT TO SUE AND THE RIGHTS OF MY HEIRS, PERSONAL REPRESENTATIVES OR ASSIGNS. I ACKNOWLEDGE THAT I AM SIGNING THIS AGREEMENT FREELY AND VOLUNTARILY AND INTEND, BY MY SIGNATURE, THIS TO BE A COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY FOR THE CAMERON PARK AIRPORT DISTRICT.

SIGNATURE OF REMOTE/REMOTE CODE APPLICANT \_\_\_\_\_

PRINT NAME \_\_\_\_\_

DATE \_\_\_\_\_