



Cottonwood Municipal Airport
Physical: 1001 W. MINGUS, COTTONWOOD, AZ 86326 928-340-2722
Mailing: 827 N. Main Street, Cottonwood, AZ 86326

KEY CARD AND WINDOW STICKER AGREEMENT

POLICY:

An electronic card key to the gate will be issued to owners/pilots of aircraft based at the Cottonwood Airport. Card keys will also be issued to emergency service providers, airport businesses and others with a need to access the airport as determined by the Airport Manager.

AGREEMENT:

Key Cards are issued under the following conditions:

1. The key card & vehicle window sticker shall remain the property of the City of Cottonwood and is nontransferable to others.
2. A deposit of \$25.00 per key card is required. The deposit will be returned to the user if the card key is returned to the Cottonwood Airport Manager or Coordinator in useable condition.
3. Key holders must notify the city if the key card or window sticker is lost or stolen. To maintain security, the city will terminate the card/sticker access rights.
4. Key holders will abide by the Cottonwood Municipal Airport Operations and Procedures Manual, latest version to include waiting for the gate to close behind you each time you use the gate to be sure that other vehicles DO NOT enter behind you.

REASON FOR REQUEST, SUCH AS BASED AIRCRAFT, ON AIRPORT BUSINESS, ETC:

Sponsored by: _____

(PLEASE PRINT)

NAME: _____ *Email:* _____

ADDRESS: _____ *Tail #* _____

CITY, STATE & ZIP _____ *PHONE:* _____

VEHICLE: YEAR _____ *MAKE* _____ *MODEL* _____ *COLOR* _____

PLATE _____ *ISSUING STATE* _____

This _____ *day of* _____ *20* _____.

SIGNATURE: _____

ACKNOWLEDGEMENT: In return for use of a card key to access the airport, I agree to the above stated conditions.

Card Key No. Issued: _____

Receipt # _____

Window Sticker #: _____

Issued By: _____

Cash _____ *Check #* _____

Date Returned: _____

Refund Mailed Date: _____