

# PHL EMPLOYEE PARKING LOT AUTHORIZATION FORM

**THIS FORM IS TO BE USED FOR EMPLOYEES WHO DO NOT HAVE AN AIRPORT SIDA BADGE AND NEED PARKING ACCESS ONLY**

**EMPLOYER** (TO BE COMPLETED BY AUTHORIZED SIGNER)

COMPANY: \_\_\_\_\_

EMPLOYEE TYPE:

- NEW HIRE – 45 DAY TEMPORARY ACCESS
- UNBADGE CONTRACTORS – 1 YEAR ACCESS
- AIRLINE FLIGHT CREW – 1 YEAR ACCESS

AUTHORIZED SIGNER NAME (PRINT): \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

PHONE #: \_\_\_\_\_ DATE: \_\_\_\_\_

**EMPLOYEE** (TO BE COMPLETED BY EMPLOYEE)

NAME (PRINT): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

PHONE #: \_\_\_\_\_ DATE: \_\_\_\_\_

**\*EMPLOYEES MUST UPLOAD THIS SIGNED FORM ALONG WITH A VALID EMPLOYER OR PHOTO ID TO REGISTER FOR A PARKING ACCOUNT (SIGNED FORM ONLY VALID FOR 10 DAYS)**

Scan below for Parking Portal or for more information you can visit <https://www.parkwaycorp.com/airport-services>

