

SANFORD AIRPORT AUTHORITY

RULES AND REGULATIONS

**REVISED & ADOPTED BY THE SANFORD AIRPORT AUTHORITY
JULY 2, 1996**

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Chapter I - Introduction

Section I	Authority	6
Section II	Authority for Promulgation of Airport Rules and Regulations	6
Section III	Compliance with Rules and Regulations	6
Section IV	Field Information	7
Section V	Definitions	7

Chapter II - GENERAL RULES AND REGULATIONS

Section I	Commercial Activities	11
a	Conduct of Business	11
b	Advertisements	11
c	Commercial Photography	11
d	Cargo and Other Storage	11
e	Payment of Charges	11
f	Sightseeing Flights	12
g	Use of Landing Area-Ramp and Apron Area	12
h	Use of Shop Areas	12
i	Vehicles (Ground Transportation)	12
j	Rental Cars	12
k	Crop Dusting	12
Section II	Tenant Obligations	13
a	Damage	13
b	Storage of Equipment and Material	13
c	Structural or Decorative Changes	13
d	Default of Obligation	13
e	Maintenance	14
f	Use of Maintenance Buildings and Hangars	14
Section III	Restricted Areas	14
a	General	14
b	Picketing or Unlawful Assembly	14
c	Fenced Area	14

Section IV	Miscellaneous	14
a	Airport Liability	14
b	Damage to Airport Property	15
c	Trash Containers	15
d	Animals	15
e	Lost Articles	15

Chapter III CONDUCT OF THE PUBLIC

Section I	Personal Conduct	16
a	Disorderly Conduct	16
b	Gambling	16
c	Loitering and Refusal to Comply	16
d	Preservation of Property	16
e	Sanitation	16
Section II	Restrictive Practices	17
a	Abandonment of Property	17
b	Cleaning and Maintaining Aircraft	17
c	Disposal of Garbage or Refuse	17
d	Hunting and Fishing	17
e	Interfering or Tampering with Aircraft	17
f	Model Aircraft	17
g	Soliciting Funds	17
h	Taking Property of Airport	17
i	Use of Shop Areas	17
j	Weapons, Explosives, and Inflammable Materials	18

Chapter IV AIRCRAFT RULES/REGULATIONS

Section I	General Prudential Rules	19
Section II	Categories of Aircraft	19
a	Certified Air Carriers	19
b	Commercial	19
c	Private	19
Section III	Aircraft Operations	20
a	Authority to Restrict Landings and Take-offs	20
b	Conformance with FAA Rules and Regulations	20
c	Radio Communication	20
d	Careless or Negligent Operations Prohibited	20
e	Unlawful to Drop Handbills or Other Matter	21
f	Parachute Jumping	21
g	Apron	22
h	Acrobatics Prohibited	21

i	Demonstrations	21
j	Landing of Motorless Aircraft Prohibited	21
k	Traffic Pattern	21
l	Radio Control	21
m	Gyrocopters and Ultralights	21
n	Pilotless Aircraft	21
Section IV	Aircraft Ground Operations	21
a	Aircraft Engine Tune-up	21
b	Operation of Aircraft Engine	22
c	Drip Pans	22
d	Operation of Engine	22
e	Movement of Aircraft	22
f	Parking and Storage of Aircraft	23
g	Radio Interference	23
Section V	Traffic Pattern	23
Section VI	Helicopter Traffic	23
Section VII	Administrative Regulations	23
a	Closing of Airport	23
b	Responsibility for Disposal of Wrecked Aircraft	24
c	Repairing of Aircraft	24
d	Payment of Charges	24
e	Authority to Detain Aircraft	24
f	Authority to Deny Use of Airfield to Aircraft or Pilot Guilty of Violations	24
g	Report of Number of Take-offs and Landings	24
Chapter V MOTOR VEHICLE AND TRAFFIC RULES		
Section I	Operation of Motor Vehicles	25
a	Driver Duly Authorized to Operate	25
b	Restrictions as to Operation of Vehicles	25
c	Motorized Equipment on Aprons, Taxiways or Landing Areas	25
d	Aircraft Right-of-way	25
e	Speed Limits	25
f	Parking Restrictions	25
g	Soliciting Rides	26
h	Authority to Remove Vehicles	26
i	Sanford Airport Authority Owned Vehicles	26
j	Repair of Motor Vehicles	26
k	Vehicle Parking - Storage	26

Section II	Authorized Emergency Vehicles	27
a	Special Privileges	27
b	Signals and Lights	27
c	Procedure of Approach of Emergency Vehicle	27
d	Pedestrians Yield Right-of-way to Emergency Vehicles	27
Section III	Taxicabs, Limousines, Buses and Car Rentals	27
a	Applicability of Rules	27
b	Parking of Taxicabs	28
c	Loading and Unloading of Taxicabs	28
d	Soliciting Passengers for Taxicabs	28
e	Permit for Taxi Operation	28
f	Permit for Limousine Operation	28
g	Certificate of Public Convenience	28
h	Car and Truck Rental	28
i	Car Rental Advertising	28
j	Special Provisions for Car Rentals	28
k	Rental Vehicle Records and Reports	28
l	Charges by Permittee	29
m	Conditions and Appearance of Vehicle	29
n	Conduct of Agents	29
o	Insurance Requirements	29
p	Authority to Revoke Permit	29
Section IV	Vehicle Requirements	29
a	Brake Equipment	29
b	Equipment in Sound Mechanical Order	29
c	Vehicle Light Requirements	30
d	Vehicle Properly Registered	30

Chapter VI SAFETY

Section I	General Prudential Rule	31
a	Storage of Flammable Materials	31
b	Lubricating Oils	31
c	Waste	31
d	Smoking	31
e	Fire Extinguisher Equipment	31
f	Other Machinery or Equipment	31
g	Floor Care	31
h	Removal of Gas, Oil, Grease and etc.	32
Section II	Fire Hazards, Explosives, and Hazardous Material	32
a	Shipping and Handling	32

b	Transportation	32
c	Storage	32
d	Loading	33
e	Arriving and Departing Aircraft	33
f	Explosives and Other Dangerous Articles	33
Section III	Handling of Fuel	33
a	Fueling Prohibited While Aircraft Engine Running	34
b	Grounding of Electrical Potential	34
c	Distance from Hangar or Buildings	34
d	Fire Extinguishers Available	34
e	Operating Radio, Radar or Electrical Equipment Prohibited	34
f	Attendant Required When Passengers in Cabin	34
g	Prevent Fuel Overflow	34
h	Starting Engine Where Fuel on Ground Prohibited	34
i	Refueling Automotive and Ramp Equipment	35
j	Storage and Parking of Refueling Units	35
k	Motorized Equipment	35
Section IV	Non-public Aircraft Fuels, Dispensing and Handling	35
a	Fuel Dispensing Permit	35
b	Safety Provisions of Self Fuelers	35
c	Fueling Facilities and Methods	36
d	Self-Fueling Permit Requirements	37
e	Cancellation of Permit	38
f	Regulations and Procedures for Self-Fueling with MOGAS	38

Chapter VII EMERGENCY PROCEDURES

Section I	Purposes	39
Section II	Uncontrolled Fire	39
a	Reporting	39
b	Action of Airport Personnel During Working Hours	39
c	Action of Airport Personnel During Non-Working Hours	39
Section III	Aircraft Accident	39
a	Reporting	39
b	Action of Airport Personnel During	40
c	Action of Airport Personnel During Non-Working Hours	40
d	Airborne Aircraft Reporting an Emergency	40
e	Accident Reports	40
Section IV	Post Accident Requirements	40

Chapter I Introduction

Section I - Authority

The Orlando Sanford Airport, Sanford, Florida is owned by the City of Sanford, Florida. The operation and administration of the Airport is under the control, and supervision of the Sanford Airport Authority which was created under Chapter 71-924 by the Florida State Legislature. The following rules and regulations concerning the administration and operation of the Orlando Sanford Airport are hereby adopted under the Authority included under Chapter 71-924 State of Florida.

All the powers of the police officers of the City of Sanford, derived from whatever source, are hereby extended to the area embraced within the Airport, controlled by, the Sanford Airport Authority, as the same now exist, or as the same may be hereafter established. In addition, the Director of Aviation is herewith vested with police authority thereon.

Section II - Authority for Promulgation of Airport Rules and Regulations

The Director of Aviation is authorized to make such rules and regulations as are necessary to execute the functions vested in him by the Authority, which regulations shall conform to and be consistent with, the laws of the United States, State of Florida, Seminole County and the City of Sanford.

Section III - Compliance with Rules and Regulations

The following rules and regulations governing the administration and operation of the Airport are hereby adopted by the Authority. All persons on any part of the property comprising the Airport shall conform to these regulations and to the orders and instructions of the Director of Aviation relative to the use of occupation of any part of the property on the Airport. These regulations are subject to additions, cancellations or amendments as deemed necessary by the Director of Aviation and in whatever manner considered most appropriate.

Any person violating any of these regulations shall be deemed guilty of a misdemeanor and upon conviction thereof be punished by fine not to exceed one thousand dollars (\$1,000.00) or by imprisonment not to exceed thirty (30) days, or by both. Such fine and imprisonment to be at the discretion of the court.

In addition to penalties otherwise provided, any person(s) in violation of these rules, or refusing to comply therewith may be promptly removed or ejected from the Airport, and under the authority of the Director of Aviation be deprived of further use of the Airport and its facilities for such length of time as may be specified by the Director of Aviation.

Section IV - Field Information

a. The Airport is located at latitude 28-47 North; longitude 81-14 West, on the south border of the City of Sanford and approximately two (2) miles south of Lake Monroe.

b. Field elevation is 57 feet (MSL).

c. There are three paved runways with dimensions as indicated below:

<u>Runway Number</u>	<u>Dimensions</u>	<u>Type</u>
<u>09L-27R</u>	<u>8,000 by 150 feet</u>	<u>Asphalt Concrete</u>
<u>09R-27L</u>	<u>3,750 by 75 feet</u>	<u>Asphalt Concrete</u>
<u>18 - 36</u>	<u>6,000 by 150 feet</u>	<u>Asphalt Concrete</u>

d. Primary Taxiways are asphaltic concrete and 75 feet wide.

e. Wheel Loading - The following wheel loadings are permissible gross weight on Runways 09-27 and 18-36:

Single Wheel	30,000 pounds
Dual Wheel	170,000 pounds
Dual Tandem Wheel	380,000 pounds

f. A Compass Rose is available and may be used through coordination of the Air Traffic Control Tower.

g. An FAA Air Traffic Control Tower is operated seven (7) days a week from 6:30 a.m. to 10:00 p.m. local time. Frequencies available are: 120.3 Air to Ground, 121.6 Ground Control and 121.5 Emergency. Unicom is available on 122.95.

Section V - Definitions

The following terms whenever used or referred to in these Rules and Regulations shall have the following meanings, unless a different meaning clearly appears from the context:

1. Airport The word "Airport", wherever used herein shall mean the "Orlando Sanford Airport, Sanford, Florida".

2. Airman The word "Airman" means any individual who engages, as a person in command or as a pilot, mechanic or member of the crew, in the navigation of aircraft while under way; and any individual who is directly in charge of the inspection, maintenance, overhauling, repair of aircraft, aircraft engines, propellers or appliances; and

any individual who serves in the capacity of aircraft dispatcher or air traffic control tower operator.

3. Aircraft "Aircraft" shall mean any contrivance now known or hereafter invented, used or designed for navigation of or flight in the air.

4. Airfield "Airfield" as referred to or used herein means any airfield operated by or under control of the Sanford Airport Authority.

5. Authority Sanford Airport Authority.

6. Authorized Emergency Vehicles Vehicles of the Fire Department, Police Department and such ambulances and other emergency vehicles of municipal departments, government agencies, public services corporations or private ambulance companies or such others as are officially designated.

7. Aviation Area Shall mean any area enclosed within the Airport security fence, or within the designated Airport limits.

8. Aviation Tenant Any person, firm or corporation leasing property within the aviation area at the Orlando Sanford Airport.

9. Business or Concession Business or concession as used in these rules and regulations shall mean the sale, offering for sale, or the furnishing of any commodity, article, facility or service.

10. Federal Air Regulations Shall mean United States Federal Air Regulations as currently amended and promulgated by the United States Federal Aviation Administration.

11. Director of Aviation That person appointed by the Sanford Airport Authority and charged with the responsibility of enforcing these Rules and Regulations and administration of, protecting, controlling, governing and superintending all Airport property and use thereof.

12. Federal Aviation Administration or FAA Federal Aviation Administration or FAA means the Federal Aviation Administration established by the Federal Government under the Federal Aviation Act of 1958, as amended, or such other Government Agency which may be successor in function thereto or be vested with the same or similar authority.

13. Fixed Base Operation "Fixed Base Operator" means any person, firm or corporation performing any of the functions or furnishing any of the services as hereinafter set out for Fixed Base Operators at the Orlando Sanford Airport. No person,

firm or corporation shall engage in any commercial activity as a Fixed Base Operator herein defined unless the same is done in full compliance with the standards, rules and regulations herein set forth. A "Category A" operator shall furnish fuel and ramp service. A "Category B" operator shall furnish flight instruction and aircraft rental. A "Category C" operator shall furnish aircraft charter and taxi. A "Category D" operator shall furnish aircraft, engine, propeller and accessory maintenances. A "Category E" operator shall furnish aircraft sales. A "Category F" operator shall furnish radio or instrument repair. A Fixed Base Operator must provide the services of Category "A" and at least three (3) of the other categories listed above.

14. Fuel Handling Shall mean the transportation, delivery, fueling and draining of fuel or fuel waste products.

15. Fuel Storage Area Shall mean and include any portions of the Airport designated, temporary by the Director of Aviation as areas in which gasoline, or any other type of fuel may be stored.

16. Operator Shall mean the owner of an aircraft, or any person who has rented such aircraft for the purpose of operation by himself or his agents.

17. Operational Area Shall mean any place on the Airport not leased or demised to anyone for exclusion use, and not a public area, highway, or public vehicular area; but shall include public ramps and apron areas, public aircraft parking areas and fuel storage areas.

18. Owner Shall mean a person who holds the legal title of a vehicle, or in the event the vehicle is the subject of a conditional sale or lease thereof with the right of purchase upon performance of the conditions stated in the agreement, and with the immediate right of possession vested in the conditional vendee or lessee, or in the event of a mortgagor of a vehicle is entitled to the possession, then the conditional vendee, lessee or mortgagor shall be deemed the owner for the purposes of these rules and regulations.

19. Permission or Permit Shall mean permission granted by the Director of Aviation, unless otherwise herein specifically provided. "Permission" or "permit" whenever required by these Rules and Regulations shall always mean written permission, except that verbal permission in specific instances may be granted under special circumstances where the obtaining of written permission would not be practicable.

20. Person Shall mean any individual, firm, partnership, co-partnership, corporation, trust, association, or company (including any assignee, receiver, trustee, or similar representatives thereof) or the United States of America, any State or political subdivision thereof.

21. Police Officer Shall mean every officer of the Police Department of the City, or any other peace officer, or other person designated and authorized in writing to direct or regulate traffic, or make arrest, pursuant to his powers.

22. Public Aircraft Parking and Storage Area Shall mean that area of the Airport to be used for public aircraft parking and storage space for the parking and storing of aircraft, or for the servicing of aircraft with fuel, lubricants, and other supplies, or for making minor or emergency repairs to aircraft, or for any or all such purposes.

23. Public Cargo Ramp and Apron Area Shall mean and include any portions of the Airport designated and made available temporarily or permanently by the Director of Aviation to the public for the loading or unloading of cargo (but not passengers) on, to and from Airport.

24. Public Runway Shall mean public runways for the purpose of the landing and taking off of aircraft.

25. Public Taxiway Shall mean and include any public taxiways designated for the purpose of the ground movement of aircraft.

26. Public Vehicular Parking Area Shall mean and include any portion of the Airport designated and made available, temporarily, by the Director of Aviation for the parking of vehicles.

27. Rental Cars Whenever the term "rental car" is used in these rules and regulations, the same shall apply to any automobile or motor vehicle being rented to individuals minus operator or driver. This includes all vehicles commonly referred to as "U-DRIVE-ITS".

28. Right of Way Shall mean the privilege of the immediate use of the roadway.

29. Tower Shall mean "Traffic Control Tower".

30. Vehicles Shall mean and include automobiles, trucks, buses, motorcycles, bicycles, push carts and any other device in or upon or by which any person or property is or may be transported, carried or drawn upon land, aircraft excluded.

Chapter II

General Rules and Regulations

Section I - Commercial Activities

a. Conduct of Business No business, service, or operation shall be permitted at the Airport without a fully executed lease or permit agreement containing provisions for strict compliance with these or other relevant standards and regulations, and containing such other special provisions as may be required under such lease, or any other special circumstances which may be applicable to such particular operation.

No person shall use the Airport for producing, commercial activities, without showing an appropriate permit for such activities from the Director of Aviation and paying the rates and charges prescribed for such use. No person not so authorized or who is in default under a tenancy arrangement, shall carry on any business of any nature thereon.

b. Advertisements No person shall post, distribute or display signs, advertisements, circulars or written or printed matter of any kind on the Orlando Sanford Airport without permission of the Sanford Airport Authority in writing. Any such permission may be rescinded at any time if such display or distribution ceases to conform to the policy of the Authority.

Any signs advertising the business covered by any lease; any modification, painting or repairs to any building or appurtenances, any expansion of electrical or plumbing facilities, etc., which are not specifically covered in the lease terminology must have prior clearance in writing, indicating approval by the Director of Aviation and appropriate permit obtained, if required.

c. Commercial Photography No person except representatives of the press on duty or during official assignments shall take still, motion or sound pictures for commercial purposes on the Airport without permission of the Director of Aviation.

d. Cargo or Other Storage Unless otherwise provided in a lease or other agreement, no person shall use any open area of the Airport for storage of property without permission of the Director of Aviation or his authorized representative. If a person uses such areas for storage without first obtaining such permission, then the Director of Aviation shall have authority to order the property removed at the expense and risk of the owner thereof, and rent shall apply for the time said property has been so stored.

e. Payment of Charges All billings are payable upon presentation unless otherwise noted thereon or covered by contract provisions.

f. Sightseeing Flights No person shall conduct sightseeing flights at the Airport except under permit from the Director of Aviation. By sightseeing flights is meant flights on which passengers are carried for hire and which originate and terminate at the Airport with no intermediate stops other than emergency stops.

g. Use of Landing Area - Ramp and Apron Area No person shall land or take off an aircraft on or from a public landing area, or use a public landing area, public ramp and apron area, public passenger ramp and apron area, public cargo ramp and apron area, or a public aircraft parking and storage area, except upon the payment of such fees and charges as may from time to time be prescribed by the Authority unless such person is entitled to use such area under a lease or special contract. No person shall enter upon the ramp or apron areas except:

- Persons assigned to duty thereon
- Persons authorized by the Director of Aviation
- Enplaning or deplaning passengers
- Ramp service organizations

h. Use of Shop Areas All shops, garage, equipment and facilities are expressly for the conduct of the owner's or lessee's business and operations. No person other than employees of the owner or lessee shall make use of these facilities or loiter around such premises without individual and specific permission of the owner or lessee.

i. Vehicles (Ground Transportation) No person shall operate any taxicab, limousine or bus for the purpose of carrying passengers for hire from the Airport unless such operation is with the approval of the Airport Authority and under such terms and conditions as may be prescribed.

j. Rental Cars No person shall solicit rental car business or transact rental car business on the Airport premises unless he be the holder of a permit or contract issued by the Authority. This shall not be construed as to prevent delivery of rental cars for arriving passengers previously reserved by the customer at another point. Evidence as to such prior reservation may be requested by the Director of Aviation or his authorized representative.

k. Crop Dusting Utilization of any of the Airport property to support a crop dusting or insecticide operation shall be strictly prohibited unless a method of operations plan is approved in writing by all regulatory agencies having authority thereover. A "Clean Up Bond" in the amount of a minimum of five million dollars (\$5,000,000.00) along with other assurances as deemed appropriate by the Director of Aviation shall be required to protect the interest of the Airport.

Section II - Tenant Obligations

a. **Damage** Tenants, lessors and grantees shall be held fully responsible for all damage to buildings, equipment, real property, and appurtenances in the ownership or custody of the Sanford Airport Authority caused by negligence, abuse or carelessness on the part of their employees, agents, customers, visitors, suppliers, or persons with whom they may do business.

Any damage to or malfunctioning of buildings, structures, utilities or other Airport property shall be reported at once to the Director of Aviation.

b. **Storage of Equipment and Materials** No tenant or lessee on the Airport shall store or stock material or equipment in such a manner as to constitute a hazard to personnel or property.

c. **Structural or Decorative Changes** No person shall modify, repair or expand any equipment or buildings owned by the Airport, nor shall any expansion, repair or changes of mechanical electrical, electronic or plumbing equipment, etc., be made without specific approval of the Director of Aviation, in writing. Similarly, no person may move or install any equipment, signs, etc., in the public areas of the Orlando Sanford Airport without express prior approval of the Director of Aviation.

No individual, or group of individuals, corporate or otherwise, may make any structural or decorative changes or alterations, to or in, any building, or upon any property owned by the Sanford Airport Authority, without specific authority and prior written permission from the Director of Aviation. This shall include all present and future lease holders, who now, or may ever operate a business or use space at the Orlando Sanford Airport.

d. **Default of Obligation** When any tenant, user, or grantee is formally notified that he is held in default of any written or implied obligation to the Authority, whether it be for breach of performance or service covenants or nonpayment he may thereafter be billed for all losses of revenue, expenses incurred to re-establish performance or service and other costs unless the tenant, user or grantee files with the Authority within ten days of receipt of the formal notification a statement that corrective or preventive measure have been initiated and will diligently be carried to completion. If the premises contained in the statement are not fulfilled, the tenant, user, or grantee will be considered in absolute default and appropriate lawful steps shall be taken by the Authority.

e. **Maintenance** All tenants shall maintain their leased property in a condition as to repair, cleanliness and general maintenance in a manner agreeable to the Authority or in accordance with their individual agreements.

f. Use of Vehicles in Maintenance Buildings and Hangars

No person shall operate a tractor or tug in any hangar or building used for aircraft storage or maintenance unless the exhaust of such tractor or tug is protected by screens or baffles to prevent the escape of sparks or the propagation of flame. Motor scooters, trucks, and other motor vehicles shall not be operated in any hangar or building for aircraft maintenance at any time except in necessary emergencies.

Section III - Restricted Areas

a. General No person shall enter upon the landing fields, runways, aprons, taxiways, service areas or those portions of buildings or hangars marked "restricted", "private", or "employee only" except:

Persons assigned to duty or transacting business therein. Persons specifically authorized by the Director of Aviation.

Passengers under appropriate supervision entering the apron while enplaning or deplaning.

b. Picketing or Unlawful Assembly No person shall conduct or participate in picketing or other demonstration or assembly which in any manner obstructs buildings, grounds, or tends to incite violence, breach of the peace or other unlawful conduct. In the event of labor disputes, limited peaceful picketing in designated areas may be authorized by the Director of Aviation, on receipt of written request agreeing to specified limitations.

c. Fenced Areas No person shall enter into a fenced area or allow any vehicle within such areas unless said individual has specific approval from the Director of Aviation and the vehicle is equipped with safety items and equipment delineated in other sections of this rule.

Section IV - Miscellaneous

a. Airport Liability The Sanford Airport Authority and the Orlando Sanford Airport, its agents or employees shall not be liable for loss, damages or injuries to persons or property arising out of any accident, incident or mishap of any nature whatever or from any cause whatsoever to any individual or property occurring on the Airport or while using any of the Airport's facilities.

b. Damage to Airport Property Any person causing or liable for any damage to Airport property shall be required to pay the Airport for the full amount of the damage. Any person failing to comply may be refused the use of any facility until full reimbursement has been made.

c. Trash Containers No person shall keep uncovered trash containers in any area. No vehicles used for hauling trash, dirt or other materials shall be operated on the

Airport unless such vehicle is constructed so as to prevent the contents thereof from dropping, sifting, leaking or otherwise escaping therefrom. Areas to be used for trash or garbage containers shall be designated by the Director of Aviation and no other area shall be used.

d. Animals With the exceptions of seeing-eye dogs, animals are not permitted in food service areas, hangars, landing areas, ramp areas, aircraft parking and storage areas and gasoline storage areas of the Airport except for shipment by air. Animals may be permitted in other areas of the Airport if restrained by leash or confined in such a manner as to be under control.

e. Lost Articles Persons finding lost articles at the Airport shall deposit them at the office of the Director of Aviation. The Director shall keep all lost articles for a period of ninety days from the time when same are deposited with his office unless claimed by the owner thereof with proper identification. After ninety days unclaimed monies which have thus come into his possession shall be deposited by the Director of Aviation to the credit of the Airport fund and unclaimed articles shall be sold at public auction to the highest bidder after duly publishing notices of the time and place said sale is to take place.

Chapter III

Conduct of the Public

Section I - Personal Conduct

a. Disorderly Conduct Any person who shall commit any disorderly or obscene act on the Airport may be immediately ejected therefrom and admittance again thereto may be barred by the Director of Aviation.

b. Gambling No person shall conduct gambling or operate gambling devices anywhere on the Airport except as provided by state law.

c. Loitering and Refusal to Comply No person shall loiter or loaf on any part of the Airport or in any building on the Airport, nor shall any person come upon or use the Airport, except while enplaning or deplaning as a passenger on an aircraft operating on the Airport after such person has been denied the use of the Airport by the Director of Aviation. Any person or persons who shall refuse to comply with these applicable Rules and Regulations after proper request to do so by the Director of Aviation or other authorized representative of the Authority shall be requested to leave the Airport, and in the event of his or their failure to comply with a proper request to abide by the Rules and Regulations of the Director of Aviation, shall be regarded as a trespasser.

d. Preservation of Property No person shall destroy, injure, deface or disturb in any way any building, sign, equipment, marker, or other structure, tree, flower, lawn or other property on the Airport.

e. Sanitation No person shall dispose of garbage, papers, or refuse or other material on the Airport except in the receptacles approved for that purpose. Commercial dumpsters shall be located so they can be serviced without vehicles having to go into aviation areas. The use of portable toilets on the Airport is prohibited except by consent of the Director of Aviation.

Section II - Restrictive Practices

a. Abandonment of Property No person shall abandon any property on the Airport. Any property abandoned shall be disposed of in the manner prescribed by the Director of Aviation.

b. Cleaning and Maintaining Aircraft Cleaning of or otherwise maintaining aircraft shall be accomplished only in areas designed for that purpose by the Director of Aviation.

c. Disposal of Garbage or Refuse No person shall place, discharge or deposit in any manner garbage, or any refuse, in or upon any Airport road, operational area, fuel storage area, public vehicular parking area, public landing area, public ramp and apron area, or public aircraft and storage area, except at such places and under such conditions as the Director of Aviation may from time to time prescribe.

d. Hunting and Fishing Hunting and fishing on the Airport property is prohibited unless specifically authorized in writing by the Director of Aviation.

e. Interfering or Tampering with Aircraft No person shall interfere or tamper with any aircraft. Furthermore, no person shall put in motion the engine of any aircraft, or use any aircraft, aircraft parts, instruments or tools, without permission of the owner or by specific direction of the Director of Aviation.

f. Model Aircraft No person shall operate or release any kite, balloon, model aircraft or parachute anywhere on the Airport without the written permission of the Director of Aviation.

g. Soliciting Funds No person shall solicit funds for any purpose on the Airport without permission of the Director of Aviation.

h. Taking Property on Airport No person shall take or use any aircraft, aircraft parts, instruments, or tools owned, controlled, or operated by any person while the same are stored, housed, or otherwise left on the Airport or within its hangars, except with

the written consent of the owner or operator thereof, or other evidence of the right to do so satisfactory to the Director of Aviation.

i. Use of Shop Areas All shops, garages, equipment and facilities are expressly for the conduct of the owner's or lessee's business and operations. No person other than employees of the owner or lessee shall make use of these facilities or loiter around such premises without individual and specific permission of the owner or lessee.

j. Weapons, Explosives, and Inflammable Materials No persons except peace officers, Airport and air carrier employees or members of the Armed Forces of the United States on official duty shall carry any weapons, explosives, or inflammable material on the Airport, except cased sporting guns carried for trans-shipment.

Chapter IV

Aircraft Rules and Regulations

Section I - General Prudential Rules

The following regulations shall govern the operations of all aircraft at the Airport. These regulations are not intended to cover every contingency which may arise nor every rule of safety and good practice. All pilots are assumed to be indoctrinated in the fundamentals of good airmanship and are expected to exercise good judgment in all aircraft operations. It is incumbent upon all pilots to abide scrupulously by Federal Aviation Regulations at all times. All persons operating aircraft from the Airport shall be bound by the rules described herein, and no fixed base operator or individual activity shall issue or adopt instructions that conflict in any manner.

Section II - Categories of Aircraft

Final determination as to the proper category designation of any aircraft shall rest with the Director of Aviation.

a. Certified Air Carriers

(1) Contract: All federally certificated air carriers holding a contract with the Sanford Airport Authority for Airport usage.

(2) Non-Contract: All federally certificated air carriers not covered above.

b. Commercial Aircraft Used

- (1) To carry passengers for hire on local flights.
- (2) For rental, hire or charter.
- (3) Student instruction and its kindred occupations.
- (4) Any aircraft used for commercial purposes and not otherwise covered in these regulations, reference Chapter II, Section I.

c. Private

- (1) Privately owned aircraft will be operated non-commercially by owner or owners.
- (2) Private aircraft may be used by person other than the owner provided no part of the cost of operation of the aircraft is received in money or otherwise by the owner for such use.
- (3) The aircraft can be used in connection with the owner's business comparable to an owner's use of his private automobile.
- (4) Company and corporation owned aircraft that are operated for the free transportation of their and other personnel and/or products are classified as private aircraft and subject to the restrictions as listed under two (2) above.
- (5) Club aircraft must be owned and operated by a non-profit partnership or non-profit Florida corporation, and each club's members must be a bonafied owner of a part of the aircraft. The club(s) may not derive greater revenue from the use of its (their) aircraft than the amount necessary for the operation, maintenance and replacement of its (their) aircraft. At any time the Director of Aviation has reason to believe a club aircraft is being so operated that it falls under the "commercial" classification hereunder, he shall so notify such club(s) and, if they fail to remedy conditions complained of, the Director shall re-classify the aircraft or order specific conditions remedied.

Section III - Aircraft Operations

a. Authority to Restrict Landings and Take-offs The Director of Aviation may prohibit aircraft landings and take-offs at Orlando Sanford Airport at any time when, and under any circumstances under which, the Director deems such landings and take-offs likely to endanger persons or property.

b. Conformance with FAA Rules & Regulations Applicable rules and regulations of the Federal Aviation Administration, as now established and as the same may be hereafter supplemented and modified, are hereby adopted by reference and made a part hereof as fully as if the same, and each, and all of them were set forth herein.

c. Radio Communications During hours when the Air Traffic Control Tower is in operation, no aircraft will land or take off without clearance from the control tower by radio or light signal. During hours when the air traffic control tower is not in operation, two way radio communications are required in accordance with the procedures as set forth in the Airman's Information Manual published by the Federal Aviation Administration.

d. Careless or Negligent Operations Prohibited No person shall operate any aircraft in the air or on the ground while under the influence of intoxicating liquor, narcotics, or other drugs, or operate an aircraft in the air, or on the ground, in a careless and reckless manner so as to endanger the life or property of another.

e. Unlawful to Drop Handbills or Other Matter It shall be unlawful for any person in any aircraft flying over the Airport or over the territory within the boundaries of the City to cause or permit to be thrown out, discharged or dropped, any handbills, circulars, cards or other matter whatsoever.

f. Parachute Jumping Experimental and exhibition parachute jumping at the Orlando Sanford Airport will be permitted only after previous coordination with the Federal Aviation Administration, the control tower, and after approval from the Director of Aviation.

g. Apron No apron or taxiway shall be used for landing or take-off.

h. Acrobatics Prohibited Aerial acrobatics and trick flying over any area within the limits of the City or within the Airport control zone, are prohibited, without special written authorization in advance from the Director of Aviation.

i. Demonstrations No experimental flight or ground demonstrations shall be conducted on the Airport without express approval of the Director of Aviation.

j. Landing of Motorless Aircraft Prohibited No motorless aircraft may land or take off at the Airport without permission from the Director of Aviation.

k. Traffic Pattern Aircraft landing, taking off or in flight over the Airport will be flown in accordance with instructions from the air traffic control tower or as required by the duly approved traffic pattern.

l. Radio Contact No take-offs or operations shall be conducted on the Airport or in the vicinity thereof without radio communication when the air traffic control tower is in operation without prior approval from the Director of Aviation.

m. Gyrocopters and Ultralight Gyrocopters and ultralight operations, either take-off or landing, shall not be permitted on the Airport except for emergency

landings or as may be specifically authorized on special occasions by the Director of Aviation.

n. Pilotless Aircraft Radio controlled or pilotless aircraft operations on the Airport, either take-offs or landings, is prohibited without prior approval of the Director of Aviation.

Section IV - Aircraft Ground Operations

a. Aircraft Engine Tune-up Aircraft shall run-up (power check) only in places approved for such purposes by the Director of Aviation.

Aircraft shall not be positioned or taxied so that propeller slip-stream or jet engine exhaust is directed at spectators, personnel, hangars, shops or other buildings in such a manner as to cause personal injury or property damage.

b. Operation of Aircraft Engine No aircraft engine or turbine shall be started or run unless a qualified pilot or mechanic is in the aircraft and attending the controls. Main landing wheels shall be adequately chocked or other equally safe means employed to prevent inadvertent movement of the aircraft.

c. Drip Pans Required Whenever danger of oil leakage, drippage or spillage exists, drip pans shall be placed under each engine of any aircraft.

d. Operation of Engine No aircraft engine shall be operated in any hangar or building.

e. Movement of Aircraft

(1) All aircraft shall be taxied at safe and reasonable speeds. No aircraft shall be taxied on other than authorized runways, taxiways or ramp area. Taxing on roads is specifically prohibited.

(2) Aircraft not equipped with adequate brakes shall not be taxied unless an attendant is at the wing to assist the pilot. When multi-engined aircraft with defective brakes must be moved, they shall be towed and not taxied.

(3) Aircraft being taxied, towed, or otherwise moved between sunset and sunrise shall have navigation lights burning. Aircraft shall not be towed on the Airport until a responsible individual is at the controls of the aircraft. Aircraft shall not be taxied upon the turf areas of the Airport except in cases of emergency as directed by the Director of Aviation.

(4) No jet or turbo-prop aircraft shall be taxied on the Airport where the exhaust blast may cause injury to persons or do damage to property. If it is impossible to taxi such aircraft without compliance with the above, then the engine must be shut off and the aircraft towed to a location to assure safety.

(5) No person shall park aircraft in any area of the Airport other than that prescribed by the Director or his authorized representative. The Airport Authority assumes no responsibility for aircraft parked on the Airport.

(6) Any person damaging runway or taxiway light(s) during landing, take-off, or taxi operations shall be responsible for any cost required to repair or replace the damaged lights.

(7) During the hours of control tower operation, pilots shall not taxi onto or cross any runway or main taxiway until specifically cleared to do so by the air traffic control tower.

f. Parking and Storage of Aircraft Unless otherwise provided in a lease or other agreement, no person shall use any area of the Airport (other than the transient aircraft parking and storage areas) for parking and storage of aircraft without the permission of the Director of Aviation. If a person uses such areas for parking or storage without first obtaining such permission, the Director of Aviation shall have authority to order the aircraft removed or to cause the same to be removed and stored at the expense of the owner without liability for damage arising from or out of such removal or storage.

g. Radio Interference No person shall operate any equipment or device on the Airport which will interfere with any aircraft radio communication frequency or any aircraft navigational aid.

Section V - Traffic Pattern

The traffic pattern is flown at 1,000 feet MSL. It consists of a circle, the radius of which extends out two miles from the center of the field. The direction of traffic is left hand traffic to Runways 9 and 18, and right hand traffic to Runways 27 and 36. When the air traffic control tower is not in operation, the traffic pattern will be left hand traffic.

Consistent with safe operating procedures, jet aircraft will be flown at minimum safe speed in the traffic pattern.

Section VI - Helicopter Traffic

Helicopters shall land and take off as directed by the air traffic control tower during hours of tower operation. During hours when the control tower is not in operation departing helicopters will fly southwest heading 220 remaining at 300' AGL or below until

passing US Highway 17/92. This shall be known as the helicopter corridor. Arriving helicopters shall enter the corridor at 500' AGL and approach the Airport on a heading of 040'. (Helicopters shall announce position and intentions on frequency 120.3) Airborne helicopters shall maintain a minimum of 200' lateral separation from all parked aircraft, any Airport building or automobile parking lot.

Section VII - Administrative Regulations

a. Closing of Airport The Director of Aviation of the Orlando Sanford Airport or his authorized representative shall have the authority to close the Airport or any portion thereof to air operations whenever he considers such action necessary to avoid endangering persons or property. He shall have the right to deny the use of the Airport or any portion thereof to any specific aircraft or class of aircraft if in his opinion the use of the Airport or any portion thereof by such aircraft might be likely to endanger persons or property or constitute a nuisance.

b. Responsibility for Disposal of Wrecked Aircraft The owner thereof shall be responsible for the prompt removal and disposal of wrecked or disabled aircraft after released by the Federal Aviation Administration. In the event of failure to promptly comply with this provision, such wreckage or disabled aircraft may be removed as directed by the Director of Aviation at the owner's expense and without liability for damage which may result in the course of such removal.

c. Repairing of Aircraft No person shall repair an aircraft, aircraft engine, propeller or apparatus in any area of the Airport other than that specifically designated for such purpose by the Director of Aviation except that minor adjustments may be done while the aircraft is on the ramp preparatory to take-off when such adjustment is necessary to prevent a delayed departure.

More specifically, NO maintenance, except that allowed by the FAA as "owner's maintenance", shall be performed in any T-hangar.

d. Payment of Charges All sales, service, and use charges due the Airport shall be payable at the time service is rendered unless satisfactory credit arrangements have been made in advance or permission has been secured for payment by check.

e. Authority to Detain Aircraft The Director of Aviation shall have the authority to detain any aircraft for non-payment of charges due the Sanford Airport Authority.

f. Authority to Deny Use of Airfield to Aircraft or Pilot Guilty of Violations The Director of Aviation shall have the authority to deny use of the Airport to any aircraft or pilot violating these or Federal regulations whether at this Airport or elsewhere.

Sanford Airport except as posted otherwise. No vehicle shall exceed 20 mph on the parking ramp and apron area.

f. Parking Restrictions No person shall park a vehicle or permit same to remain halted on any portion of an Airport, except at such places and for such periods of time as may be prescribed or permitted by the Director of Aviation. No person shall stop or park a vehicle:

- (1) In front of a driveway.
- (2) Within a bus stop, safety zone, or taxicab zone, except for repairs necessitated by an emergency.
- (3) In other than leased or authorized areas for the purpose of washing, greasing, or repairing a vehicle, except for repairs necessitated by an emergency.
- (4) On the road beside any stopped or parked vehicle. (Double parking)
- (5) Within 15 feet of a fire hydrant.
- (6) Other than in accordance with restrictions posted on authorized signs.

g. Soliciting Rides No person shall stand or walk in or upon a roadway or adjacent parkway for the purpose of soliciting a ride from the driver of any vehicle.

h. Authority to Remove Vehicles The Director of Aviation may remove from any area of the Airport any vehicle which is disabled, abandoned, parked in violation of these rules and regulations, or which presents an operational problem to any other area on the Airport, at the owner's expense and without liability for damage which may result in the course of such motion.

i. Sanford Airport Authority Owned Vehicles All mobile equipment owned by the Authority and all Authority employees driving said vehicles, shall at all times be subservient to the aforementioned rules and any additional rules which the Director of Aviation may deem necessary. These vehicles may not leave the Airport for any reason without the knowledge and express approval of the Director of Aviation or the Superintendent of Maintenance. All Authority vehicles shall be properly cared for and none shall be used for any purpose other than that which serves the need of this entity and that as may be defined from time to time by the Director of Aviation.

j. Repair of Motor Vehicles No person shall clean or make any repairs to motor vehicles anywhere on the Airport other than in designated shop areas, except those minor repairs necessary to remove such motor vehicle from the Airport nor shall any person move, interfere, or tamper with any motor vehicle, or start the engine, or take, or

use any motor vehicle part, or tool thereof, without permission of the owner or satisfactory evidence of the right to do so duly presented to the Director of Aviation.

k. Vehicle Parking-Storage The parking of any vehicle on the Airport for storage or abandonment is strictly prohibited. No vehicle, including recreational vehicles, buses and/or trucks shall be parked or stored on the Airport without specific consent and permission from the Director of Aviation.

Section II - Authorized Emergency Vehicles

a. Special Privileges The driver of an authorized emergency vehicle, when responding to an emergency call or when in pursuit of an actual or suspected violator of the law or these rules and regulations, or when responding to, but not upon returning from a fire alarm, may deviate from these rules and regulations as follows:

Exceed basic maximum or posted speed limit.

Proceed past a red or stop signal, or stop signal, or stop sign, but only after slowing down therefor as necessary for safe operation.

Disregard other provisions of these rules and regulations pertaining to parking, standing and direction of motion when the emergencies of the situation dictate, always observing due regard for the protection of life, limb and property.

b. Signals and Lights These exemptions hereinbefore granted in reference to the movement of an authorized emergency vehicle shall apply only when the driver of such vehicle sounds a siren or other alarm signal and the vehicle displays a lighted blue or red and white lamp visible from the front as a warning to others.

c. Procedure on Approach of Emergency Vehicle The driver of every other vehicle shall yield the right-of-way and shall immediately drive to a position parallel to and as close as possible to the right hand edge or curb of the roadway, clear of any intersections and shall stop and remain in such position until the authorized emergency vehicle has passed, except when otherwise directed by a police officer.

d. Pedestrians Yield Right-of-Way to Emergency Vehicles Every pedestrian shall yield the right-of-way to an authorized emergency vehicle and shall leave the roadway and remain out of same until the authorized emergency vehicle has passed, except when otherwise directed by an official.

Section III - Taxicabs, Limousines, Buses and Car Rentals

- a. Applicability of Rules All individuals, partnerships and corporations operating taxicabs or limousines or engaged in car rentals for the purpose of transporting persons or passengers for hire shall comply with the following rules and regulations.
- b. Parking of Taxicabs All taxicabs shall be parked in such manner and in such areas as may be designated from time to time by the Director of Aviation.
- c. Loading and Unloading of Taxicabs Operators of taxicabs shall load and unload only in designated loading zones. Taxicabs shall not be parked in said zones longer than is reasonably necessary for the specific purpose of loading and unloading passengers.
- d. No Soliciting Passengers for Taxicabs No person shall solicit passengers for a taxicab on the premises of the Airport.
- e. Permit for Taxi or Shuttle Van Operation No taxicab or shuttle van shall operate from the Airport without first obtaining a permit, granted by the Sanford Airport Authority, and paying required fees as designated by the Sanford Airport Authority.
- f. Permit for Limousine or Bus Operation No limousine or bus service shall be operated on the Airport premises without a permit granted by the Sanford Airport Authority or pursuant to the terms of a written contract with the Authority.
- g. City Occupational License and Permit Any permittee must be the holder of a City of Sanford occupational license or other applicable permit under the City of Sanford Code.
- h. Car and Truck Rental No person, firm or corporation shall carry on, conduct, or engage in the business of renting "drive-it-yourself" automobiles or trucks including advertising and soliciting of customers, on the property of the Airport except pursuant to the terms of a written contract or permit entered into with the Sanford Airport Authority.
- i. Car Rentals Advertising Authorization must be obtained from the Director of Aviation for any advertising on the Airport.
- j. Special Provision for Rental of Automobile Where an airline passenger or other person arriving at the Airport has placed an order for the rental of an automobile with a person, firm or corporation not having a contract with the Authority, such customer may be met by such person, firm or corporation or a representative thereof, and the automobile delivered to the customer, but only in areas designated by the Director of Aviation for the purpose of meeting the customer and for the purpose of delivering the automobile.

k. Rental Vehicle Records and Reports Permittee shall maintain accurate records and books of account which will enable it to submit monthly reports to the Authority of the gross monthly income. Said monthly reports shall be substantiated and verified by an annual report prepared by a firm of public accountants at the close of each calendar year and submitted by permittee to the Director of Aviation not later than March 1st of each year. The Authority reserves the right to audit the books of the permittee.

l. Charges by Permittee Charges made by permittee for the conveyance of persons shall be reasonable and said charges are subject to the approval of the Authority.

m. Conditions and Appearance of Vehicle All vehicles operated by permittee shall be kept in safe and dependable operating condition and appearance. Any vehicles that are deemed unsafe or are unkept in appearance may be removed from the Airport by the Authority. Sedans and limousines shall have the name of the operator clearly displayed on the front license plate or other authorized area. All other commercial ground transportation vehicles shall have the name of the operator permanently affixed in at least three (3) inch letters on both sides of the vehicle.

n. Conduct of Agents Permittee, its operators, employees, agents and servants shall conduct themselves at all times in a reserved and gentlemanly manner.

o. Insurance Requirements Permittees shall be required to maintain insurance in such amounts, limits and other conditions as may be prescribed in the sole discretion of the Authority and shall hold the Authority, the City of Sanford and its employees harmless from and against any an all claims, liability, expenses, losses, costs, fines and damages.

p. Section IV - Special Operational Rules for Commercial Ground Transportation Vehicles

1. Absolutely no soliciting is allowed.
2. Profanity is strictly prohibited.
3. Boisterous talking, shouting or any disorderly conduct is not permitted.
4. Drivers shall not throw trash or refuse on the ground. Trash receptacles will be provided in the general area of taxi parking.
5. Undercutting another driver's fare is prohibited.
6. Drivers may assist passengers with luggage at the terminal curb only. Drivers may not walk into the bag claim or welcome center areas.

7. Drivers may not enter the terminal to check with the airlines for baggage delivery.
8. No cruising is allowed in front of the Airport Terminal or anywhere on Airport property.
9. All drivers of vehicles for hire shall promptly deliver to the Airport Authority offices all property left in said vehicles by passengers received or discharged at the Airport.
10. Drivers should not enter the terminal building at any time. Drivers must remain in the immediate vicinity of their vehicle and must always remain with the vehicle while loading or unloading passengers at the terminal curb.
11. All ground transportation and other businesses at the Airport must have a current, valid occupational license issued by the City of Sanford.

q. Driver Requirements

1. Drivers must have in their possession and present when requested by the Authority or its designees a valid Florida chauffeur's license authorizing the driver to operate the vehicle being operated by the driver at the Airport.
2. Drivers must meet United States Department of Transportation standard for training and certification on an ongoing basis.
3. Drivers must have a valid permit or license issued by all applicable governmental authorities.
4. Drivers must conduct themselves in a dignified manner.
5. Drivers must maintain a clean, neat appearance so as not to be offensive to the passengers engaging their services.
6. Driver's employer must have a current operating permit with the Sanford Airport Authority.
7. Employees shall not be involved in selling other services than those for which they are authorized by permit to provide at the Airport.
8. Permittee's supervisory staff must be on duty when vehicles are in service at the Airport.

r. Vehicle Requirements

1. Vehicles must be of a uniform coloring approved by the City of Sanford and must be clearly marked identifying it as a taxi. Magnetic or temporary vehicle signs are not permitted.
2. Vehicles must have an operating permit issued by the City of Sanford and the Sanford Airport along with a current windshield sticker.
3. Vehicles must be in good repair, clean, well maintained and in sound mechanical condition.
4. Vehicles must meet United States Department of Transportation Standards for safety and operation on an ongoing basis.
5. Motor coaches must have adequate seating for all passengers. If there are more passengers than seats, the coach must be equipped with hand rails and stanchions for each passenger to secure themselves during the trip. All vans and town cars must have properly inspected and working seat belts to assure all passengers maximum safety.
6. Coach vehicles must have working air conditioning systems designed especially for rapid cooling of a coach when fully loaded in Central Florida weather conditions. All vans must be equipped with working dual or comparably efficient air conditioning systems to assure comfort for all customers, even those in the back of a full van.
7. Coach vehicles must be equipped with sufficiently wide aisles to allow for safe and efficient loading and unloading of guests. All vans must be equipped with auxiliary step stools to enable all passengers to load and unload safely from the vehicle.
8. Vehicles must be maintained to standards acceptable to the Airport. Clean exteriors and clean interiors are required. Each vehicle must be properly equipped with all required safety and handicapped assistance equipment and each driver properly instructed on how to use such equipment.

s. Parking Requirements

1. Parking is permitted only in assigned parking area. Vehicles not engaged in unloading or loading passengers in designated terminal areas are not allowed in the immediate vicinity of the Airport Terminal.

t. Passenger Engagement and Disengagement

1. Drivers may not solicit passengers in any area of the Airport Terminal at any time.

2. Drivers should discharge their passengers in designated departure areas of the terminal. If the passenger is impaired or has excessive luggage, passengers may be discharged in other approved areas.

3. At no time will passengers be discharged in the traffic lanes.

4. Discharging passengers in the handicapped zone is limited to those passengers that are impaired.

Chapter VI

Safety

Section I - General Prudential Rule

No person in or upon the Airport shall do or omit to do any act if the doing or omission thereof endangers unreasonably or is likely to endanger unreasonably persons or property.

a. Storage of Flammable Material No person shall keep or store any flammable liquids, gases, signal flares or other similar material in the hangars or in any buildings on the Airport except in rooms or areas specifically approved for such storage.

b. Lubricating Oils No person shall keep or store any lubrication oils in or about hangars or buildings on the Airport except in spaces specifically approved for such storage. No petroleum products, industrial, or hazardous waste shall be dumped or permitted to drain into the sewer system, storm drains, ditches, ponding areas, or onto any place which will contaminate or lead to the contamination of the soil, air, or ground water.

c. Waste Lessees of hangars or other buildings, including the terminal building, shall provide suitable metal receptacles for the storage of oily wastes, rags and other rubbish and trash.

d. Smoking No person shall smoke or carry lighted cigars, cigarettes, pipes, matches or any naked flame or fire in or on any fuel storage area, public landing area, ramp, apron, or aircraft parking area, or in any other place where smoking is prohibited by signs or within 50 feet of any fuel carrier which is not in motion.

e. Fire Extinguisher Equipment Fire extinguisher equipment at the Airport shall not be tampered with at any time or used for any purpose other than fire fighting or fire prevention. All such equipment shall be inspected in conformity with the National Board of Fire Underwriters Regulations. Tags showing the date of last inspection shall be attached to each unit.

f. Other Machinery or Equipment No person other than an authorized Airport employee may operate any Airport equipment.

g. Floor Care All lessees on the Airport shall keep the floors of the hangars or other buildings, terminal aprons, pits and areas adjacent thereto leased or used by them respectively, free and clear of oil, grease and other flammable material. The floors of hangars and other buildings shall be clean and continuously kept free of rags, waste material and other trash or rubbish.

h. Removal of Gas, Oil, Grease and Etc. In the event of spillage or dripping of gasoline, oil, grease or any material which may be unsightly or detrimental to the pavement in any area of the Airport, the same shall be removed immediately. The responsibility for the immediate removal of such gasoline, oil, grease or other material shall be assumed by the operator of the equipment causing the same or by the tenant or concessionaire responsible for the deposit thereof on the pavement. Any spillage of any petroleum product or hazardous waste shall be immediately contained and prevented from entering the drainage system, then removed and cleaned in conformance to all environmental regulations.

Section II - Hazardous Cargo, Explosives, and Hazardous Materials

a. The shipping or handling of hazardous cargo, explosives or hazardous materials at the Airport is prohibited unless specifically authorized by the Director of Aviation. If authorization is granted, the operator must provide to the Authority at least forty eight (48) hours in advance of the arrival or shipment of the materials, the following:

1. Certificate of liability insurance listing Sanford Airport Authority as additional insured in the minimum amount of five million dollars (\$5,000,000).
2. Bill of lading listing type/class of cargo.
3. Net explosive weight and number of each type of cargo package.
4. Method, date and time cargo is to arrive on the Airport.
5. Departure, date, time and method.
6. Destination.
7. Authorization of Customs/FAA for shipment.

b. Transportation In most instances the cargo to be moved will arrive at the Airport via surface transportation - truck. The vehicle will be escorted to the loading or storage area via the perimeter road by Airport maintenance/security personnel. No vehicles

with these materials are to be parked on the Airport unattended. The driver of the vehicle must remain with the cargo until it is unloaded.

c. Storage Under unusual or emergency situations it may be necessary, with specific authorization from the Director of Aviation, that cargo be stored on the Airport. In this instance, all materials are to be stored in an explosive magazine designated by the Director of Aviation. There will be two locks on the storage magazine, one controlled by the Authority and the other by the operator so that no entry into the magazine can be made without a representative of the Authority and operator being present.

d. Loading Unless specifically authorized by the Director of Aviation, all materials shall be loaded aboard the aircraft in the high power turn-up area located on the remote eastern side of the Airport. During the loading of the hazardous material, the operator will have personnel available at the loading site qualified to move the aircraft if an emergency situation develops. If for some reason, after loading the aircraft, departure is delayed, the operator will have a guard posted on the aircraft to prevent any unauthorized movement or entry until the aircraft and crew is aboard and the aircraft is ready for departure.

e. Arriving and Departing Aircraft To avoid flight over populated areas, all aircraft departing loaded with hazardous cargo will be restricted to Runway 9 or 18. Arriving aircraft shall land on Runway 27 or 36 and shall be promptly escorted to the unloading area designated by the Director of Aviation, unloaded immediately and said contents removed from the Airport as soon as practicable.

f. Explosives and Other Dangerous Articles No person shall store, keep, handle, use, dispense or transport at, in or upon the Airport any Class B explosives (as defined in Interstate Commerce Commission Regulations for transportation of explosives and other dangerous articles) or other explosives or poisonous substance, liquids, or gas, or any compressed gas or radioactive article, substance or material without prior authorization by the Director of Aviation.

Section III - Handling and Storage of Fuel

All dispensing, storage and handling of aviation fuels and petroleum products shall be in strict conformance with all regulatory and environmental agencies regulating same and in strict accordance with the current Federal Aviation Administration Advisory Circular Number 150/5230-4.

No fueling operation, storage, dispensing, or handling of any aircraft fuel shall be undertaken on the Airport without a written approval from the Director of Aviation

No person shall dispense fuel into any aircraft at the Airport until their name and experience record is on file in the office of the Director of Aviation. Under no circumstances shall any person put automotive fuel into any aircraft with the intent to fly without first acknowledging in writing to the Director of Aviation the possible consequences therefrom and releasing in writing the Airport from any and all liability therefor. Specific approval for such fuel usage must be received from the Director of Aviation in writing prior to putting said fuel into any aircraft. Additional documentation and specifications may be required by the Director of Aviation and/or as outlined in the Minimum Standards for Fixed Base Operators and Airport Tenants at the Orlando Sanford Airport, Sanford, Florida.

a. Fueling Prohibited While Aircraft Engine Running Aircraft fueling is prohibited while an engine of the aircraft being fueled is running or is being heated.

b. Grounding of Electrical Potential During all fuel handling operations in connection with any aircraft at the Airport, the aircraft and the fuel dispensing or draining equipment, shall be grounded by wire to prevent the possibility of static ignition of volatile liquids.

c. Distance from Hangar or Buildings Aircraft fuel handling at the Airport shall be conducted at least 50 feet from any hangar except T-hangar or other building except where the location of underground fuel tanks requires such fuel handling closer to existing buildings or hangars.

d. Fire Extinguishers Available During fuel handling operations in connection with any aircraft at least two fifteen pound CO₂ or other acceptable type fire extinguishers shall be kept immediately available.

e. Operating Radio, Radar or Electrical Equipment Prohibited During fueling operations in connection with any aircraft, no person shall operate any radio transmitter or receiver or any electrical switches or any radar equipment in such aircraft or do any act or use any material which is likely to cause a spark within 50 feet of such aircraft. No airborne radar equipment shall be operated or ground-tested wherein the directional high intensity beam is within 100 feet of another aircraft, an aircraft refueling operation, an aircraft refueling truck or flammable liquid storage facility.

f. Attendant Required When Passengers in Cabin During fuel handling in connection with any aircraft, no passenger or passengers shall be permitted to remain in such aircraft unless a cabin attendant is at the door and a passenger ramps in position. Only personnel engaged in the fuel handling, or in the maintenance and operation of the aircraft being fueled, shall be permitted within 50 feet of the aircraft being fueled.

g. Prevent Fuel Overflow Persons engaged in aircraft fuel handling shall exercise care to prevent overflow of the fuel.

h. Starting Engine Where Fuel on Ground Prohibited No person shall start the engine or engines on any aircraft when there is gasoline or any type of fuel on the ground or under the aircraft.

i. Refueling Automotive and Ramp Equipment Automotive and ramp equipment shall be refueled only at refueling stations and from dispensing devices approved by the Director of Aviation.

j. Storage and Parking of Refueling Units Refueling units, when not in use, shall be stored or parked only in those locations designated or approved for such storage. In no instance will said units be stored or parked within 100 feet of any building or other structure.

k. Motorized Equipment During fueling or refueling operations, all motorized equipment used for servicing aircraft shall be parked in such a way that it may be readily driven or towed away from the place in the event of an emergency.

Section IV - Non-public Aircraft Fuels, Dispensing and Handling

These rules of procedure are established for the purpose of providing guidelines to be followed by parties conducting non-public aircraft fuel dispensing service at Orlando Sanford Airport. Such parties shall hereinafter be referred to as Permittees. Subparagraph B of this section prescribes regulations/procedures for self-fueling operations with mogas. All fueling facilities will be professionally operated, and controlled to assure safety of operation. Recognizing the need to provide certain grades and types of fuel which are not currently being provided by the Airport's FBO, and to provide individual aircraft owners with the right to service their own aircraft, the following standards, rules and regulations are hereby established governing the private non-commercial self-fueling of aircraft by individual private owners of aircraft at Orlando Sanford Airport.

a. Fuel Dispensing Permit All parties who dispense aircraft fuel on Orlando Sanford Airport must hold a fuel dispensing permit issued by the Sanford Airport Authority and other agencies, as required.

b. Safety Provisions of Self Fuelers In addition to the provisions of Section III preceding, the following also apply:

1. All aviation fuel must be stored in tanks located in an area designated by the Director of Aviation. This area will be fenced with a minimum of six foot chain link fence with three strands of barb wire at the top.

2. No fuel will be delivered into any aircraft on the Airport unless the fuel has first been placed in storage tanks on the Airport; nor is there to be any fueling

permitted directly from a common carrier into a refueling truck on the Airport unless specifically authorized in writing by the Director of Aviation.

3. All fuel storage tanks and tank trucks will be marked/labeled to identify the specific type of fuel and octane designation.

4. Permittees holding non-public aircraft fuel dispensing permits shall be restricted from selling and dispensing aircraft fuels to other Airport users, including locally based and transient aircraft. Fueling of any aircraft not owned by permittee shall constitute a violation of the fueling permit and consequently may call for immediate revocation of said permit. Prior to permit issuance and also upon request by the Authority, permittee shall provide evidence of ownership of any aircraft being fueled.

5. Personnel engaged in dispensing aircraft fuels shall be properly trained in all fueling, handling and associated safety procedures and shall, in all fueling and aircraft handling operations conform to all of the best practices for such operations. Observation of practice to the contrary by the Authority and/or applicable fire district of other agency and notification thereof to the permittee will be the cause for re-evaluation of such personnel as qualified to perform the operation. Failure on the part of permittee to correct malpractice of fueling and related safety procedures shall constitute a violation of the fueling permit and consequently may call for revocation of said permit.

6. Permittee shall provide aircraft fuel of the type required by those aircraft which permittee serves. The dispensing of fuels shall conform with Airport and applicable fire protection district codes, FAA advisory circulars and also ASTM Standard D910 for avgas and ASTM Standard D-1655 for jet fuel.

c. Fueling Facilities/Methods

1. Apparatus shall be properly maintained, operated and equipped in accordance with applicable Federal Aviation Administration, Airport and National Fire Protection Association and Fire Codes requirements and regulations. Aircraft fueling apparatus shall be attended and operated only by persons instructed in methods of proper use and operation and who are qualified to use such fueling apparatus in accordance with safety requirements.

2. The Permittee shall not allow unlawful use of the equipment and will operate the equipment in a safe, efficient, clean and as designed manner.

3. Prior to the first use of a self-fueling apparatus on the Airport, the permittee shall present such apparatus for inspection and approval by the Authority and applicable fire protection district, if required. Periodically, permittee shall allow mechanical and dispensing system inspection of said apparatus by applicable fire protection districts or Authority, and shall cease operation until any malfunction or discrepancy so

noted is corrected to the satisfaction of applicable fire protection district and Authority. Operation of mobile dispensing apparatus with known mechanical or operational deficiencies shall constitute a violation of this permit and may cause immediate revocation thereof. Permittee shall conduct self inspection and maintenance of fueling apparatus as prescribed by the Authority or fire protection district, if required.

4. Pumps, either hand or power operated, shall be used when aircraft are fueled. Pouring or gravity flow shall not be permitted.

5. Containers and transportation methods shall comply with applicable federal, state and local uniform building code standards, fire codes and Airport Rules and Regulations and recommendations of the National Fire Protection Association.

d. Self-fueling Permit Requirements

1. Fire Insurance Permittee shall promptly, in conjunction with the execution of this permit, provide public liability insurance for personal injuries, including death, growing out of any accident or other cause in a minimum sum of one million dollars (\$1,000,000) and shall provide property damage liability insurance in a minimum sum of one million dollars (\$1,000,000) for property damage growing out of any accident or other cause. Permittee shall also maintain comprehensive motor vehicle liability insurance in the amount of five hundred thousand dollars (\$500,000) for each occurrence. Permittee shall maintain said insurance with insurance underwriters authorized to do business in the State of Florida satisfactory to the Authority. Permittee shall furnish the Authority with a certificate from the insurance carrier showing such insurance to be in full force and effect during the term of this permit. Said certificate shall contain a provision that written notice of cancellation or of any material change in said policy by the insurer shall be delivered to the Authority at least thirty (30) days in advance of the effective date thereof. Permittee shall comply with insurance requirements as specified by the FBO on whose leased area the fueling occurs.

2. Indemnification The Airport Authority shall stand indemnified by permittee as herein provided. Permittee is and shall be deemed to be an independent contractor and operator responsible to all parties for its acts or omissions, and the Authority shall in no way be responsible thereof. Permittee covenants and agrees to indemnify, hold harmless and defend the Authority, their officers, agent, servants and employees from and against any and all claims for damage or injury to persons or property arising out of or incident to the use of this permit.

3. Audit The permittee will provide the Authority, at permittee's expense, at the end of calendar year, a complete audit of fuel records for previous calendar year, by a certified public accountant. The permittee shall pay all applicable local, state and federal taxes.

e. Cancellation This permit may be canceled by permittee upon thirty (30) day's written notice to the Authority only after all payments due have been paid or by the permittor upon thirty (30) day's written notice.

f. Regulations/procedures for Self-fueling with Mogas Any owner of an aircraft based at the Orlando Sanford Airport may, if he/she wishes, fuel their own aircraft with mogas under the following provisions:

1. Present to the Authority a special type certificate (STC) for that aircraft to be fueled with mogas.

2. Pay an annual \$25.00 permit fee.

3. Sign a "Hold Harmless" statement absolving the Authority of any liability for/during mogas fueling operations.

4. Maintain a liability policy in the amount of one hundred thousand dollars (\$100,000) for personal injury and property damage resulting from self-fueling operations.

5. Fuel Flowage Fee - Mogas Permittee shall pay to the Authority (unless otherwise directed by the Authority) a fuel flowage fee in the amount of \$0.10 per gallon or as shall be established by the Authority. Copies of those documents evidencing the amount of fuel transferred will be provided to the Authority when such fuel is placed in permittee's aircraft.

6. Self-fueling with mogas will be conducted only within the specially designated area. That area is on the east side of the terminal ramp, commonly known as the "D" parking line, between D-14 and D-17 tie down spots. Tie down rods in the ramp shall be used as aircraft grounding rods.

7. Self-fuelers will notify the Authority or its agent prior to each fueling, and provide at least one ten (10) pound extinguisher at the fueling point.

8. This permit may be canceled by permittee upon thirty (30) day's written notice to the Authority only after all payments due have been paid or by the permittor upon thirty (30) day's written notice.

Chapter VII

Emergency Procedures

Section I - Purpose

The procedures set forth below are intended to provide the quickest means of obtaining necessary and qualified personnel to the scene of any emergency.

Section II - Uncontrolled Fire

a. Reporting Anyone seeing an uncontrolled fire shall notify the City of Sanford Fire Department, 911 and the office of the Director of Aviation, 322 7771.

b. Action of Airport Personnel During Working Hours

1. Airport office will notify Airport maintenance department, air traffic control tower and the Sanford Police Department.

2. Director of Aviation or his representative will proceed to scene.

3. Airport maintenance department will actuate fire horn as signal for Airport personnel to proceed immediately to fire house. Superintendent or his representative will meet the City Fire Department and guide them to the scene. Other personnel will man the Airport fire truck, proceed to scene and fight fire. Upon arrival of the City Fire Department, assist as directed.

c. Action of Airport Personnel During Non-working Hours Airport security guard will insure that the City Fire Department is notified and either man the Airport fire truck, or standby to guide the City Fire Department to the scene as the situation may dictate.

Section III - Aircraft Accident

a. Reporting

1. When air traffic control tower is in operation, the controller will:

(a) Actuate the siren.

(b) Notify the Sanford Fire Department via telephone 911 of the nature of the emergency and location.

(c) Notify the office of the Director of Aviation when that office is open. Otherwise, attempt to contact him or one of his staff at home.

(d) If no contact in (c) above, notify the Sanford Police Department via telephone 911.

(e) Notify Orlando Flight Service.

2. If tower is not operational, the Airport security guard will call the Sanford Police Department on the radio and request them to notify the fire department. Also, make other notifications indicated above as the situation permits.

b. Action of Airport Personnel During Working Hours

1. Airport office will notify Airport maintenance department, the Sanford Police Department and, if appropriate, the Sheriff's office or the Florida Highway Patrol.

2. Director of Aviation or his representative will proceed to the scene of the emergency.

3. Superintendent of Maintenance or his representative will contact the Fire Department and Police Department by radio and direct them to the appropriate gate. He will meet them at this gate and lead them to the emergency scene.

4. Other Airport personnel will assist the Fire and Police Departments as required.

c. Action of Airport Personnel During Non-working Hours

The Airport security guard will insure that the Fire Department has directions to the scene and assist them to the extent possible. Other action will obviously depend on personnel who have received notification.

d. Airborne Aircraft Reporting an Emergency Any aircraft in the air reporting an emergency which may ultimately become an accident on the ground will be cause for taking all the steps indicated for any aircraft crash - that is fire crew, doctors and ambulances standing by.

e. Accident Reports The pilot of any aircraft involved in any accident causing personal injury or property damage at the Airport shall make a prompt and complete report of said accident to the Director of Aviation. Other persons employed on the Airport who witness or participate in any aircraft accident shall also promptly render a detailed report to the Director of Aviation, giving names and addresses of all witnesses thereto.

Section IV - Post Accident Requirements

Any aircraft that does crash shall not be moved, except as required to protect life, until cleared by the Federal Aviation Administration.

EXCERPT FROM
SANFORD AIRPORT RULES AND REGULATIONS
APPROVED BY AIRPORT AUTHORITY IN MARCH 1988

e. Operating Radio, Radar or Electrical Equipment Prohibited - During fueling operations in connection with any aircraft, no person shall operate any radio transmitter or receiver or any electrical switches or any radar equipment in such aircraft or do any act or use any material which is likely to cause a spark within 50 feet of such aircraft. No airborne radar equipment shall be operated or ground-tested wherein the directional high intensity beam is within 100 feet of another aircraft, an aircraft refueling operation, an aircraft refueling truck or flammable liquid storage facility.

f. Attendant Required When Passengers in Cabin - During fuel handling in connection with any aircraft, no passenger or passengers shall be permitted to remain in such aircraft unless a cabin attendant is at the door and a passenger ramp is in position. Only personnel engaged in the fuel handling, or in the maintenance and operation of the aircraft being fueled, shall be permitted within 50 feet of the aircraft being fueled.

g. Prevent Fuel Overflow - Persons engaged in aircraft fuel handling shall exercise care to prevent overflow of the fuel.

h. Starting Engine Where Fuel on Ground Prohibited - No person shall start the engine or engines on any aircraft when there is gasoline or any type of fuel on the ground or under the aircraft.

i. Refueling Automotive and Ramp Equipment - Automotive and ramp equipment shall be refueled only at refueling stations and from dispensing devices approved by the Director of Aviation.

j. Storage and Parking of Refueling Units - Refueling units, when not in use, shall be stored or parked only in those locations designated or approved for such storage. In no instance will said units be stored or parked within 100 feet of any building or other structure.

k. Motorized Equipment - During fueling or refueling operations, all motorized equipment used for servicing aircraft shall be parked in such a way that it may be readily driven or towed away from the place in the event of an emergency.

* Section IV - Non-public Aircraft Fuels, Dispensing and Handling

These rules of procedure are established for the purpose of providing guidelines to be followed by parties conducting Nonpublic Aircraft Fuel Dispensing Service at Sanford Regional

Airport. Such parties shall hereinafter be referred to as Permittees. Subparagraph B of this section prescribes regulations/procedures for self-fueling operations with MoGas. All fueling facilities will be professionally operated, and controlled to assure safety of operation. Recognizing the need to provide certain grades and types of fuel which are not currently being provided by the airport's FBO, and to provide individual aircraft owners with the right to service their own aircraft, the following standards, rules and regulations are hereby established governing the private non-commercial self-fueling of aircraft by individual private owners of aircraft at Sanford Regional Airport.

a. Fuel Dispensing Permit - All parties who dispense aircraft fuel on Sanford Regional Airport must hold a Fueling Dispensing Permit issued by the Sanford Airport Authority and other agencies, as required.

b. Safety Provisions of Self Fuelers - In addition to the provisions of Section III preceding, the following also apply:

1. All aviation fuel must be stored in tanks located in an area designated by the Director of Aviation. This area will be fenced with a minimum of six foot chain link fence with three strands of barb wire at the top.

2. No fuel will be delivered into any aircraft on the airport unless the fuel has first been placed in storage tanks on the airport; nor is there to be any fueling permitted directly from a common carrier into a refueling truck on the airport unless specifically authorized in writing by the Director of Aviation.

3. All fuel storage tanks and tank trucks will be marked/labeled to identify the specific type of fuel and octane designation.

4. Permittees holding Nonpublic Aircraft Fuel Dispensing Permits shall be restricted from selling and dispensing aircraft fuels to other airport users, including locally based and transient aircraft. Fueling of any aircraft not owned by Permittee shall constitute a violation of the Fueling Permit and consequently may call for immediate revocation of said Permit. Prior to permit issuance and also upon request by the Authority, Permittee shall provide evidence of ownership of any aircraft being fueled.

5. Personnel engaged in dispensing aircraft fuels shall be properly trained in all fueling, handling and associated safety procedures and shall, in all fueling and aircraft handling operations conform to all of the best practices for such operations. Observation of practice to the contrary by the Authority and/or applicable Fire District or other Agency and notification thereof to the Permittee will be the cause for re-evaluation of such personnel as qualified to perform the operation. Failure on the part of Permittee to correct malpractice of fueling and related safety procedures shall constitute a violation of the Fueling Permit and consequently may call for revocation of said Permit.

6. Permittee shall provide aircraft fuel of the type required by those aircraft which Permittee serves. The dispensing of fuels shall conform with Airport and applicable Fire Protection District codes, FAA Advisory Circulars and also to ASTM Standard D910 for Av-Gas and ASTM Standard D-1655 for Jet Fuel.

c. FUELING FACILITIES/METHODS

1. Apparatus shall be properly maintained, operated and equipped in accordance with applicable Federal Aviation Administration, Airport and National Fire Protection Association and Fire Codes requirements and regulations. Aircraft fueling apparatus shall be attended and operated only by persons instructed in methods of proper use and operations and who are qualified to use such fueling apparatus in accordance with safety requirements.

2. The Permittee shall not allow unlawful use of the equipment and will operate the equipment in a safe, efficient, clean and as designed manner.

3. Prior to the first use of a self-fueling apparatus on the Airport, the Permittee shall present such apparatus for inspection and approval by the Authority and applicable Fire Protection District, if required. Periodically, Permittee shall allow mechanical and dispensing system inspection of said apparatus by applicable Fire Protection Districts or Authority and shall cease operation until any malfunction or discrepancy so noted is corrected to the satisfaction of applicable Fire Protection District and Authority. Operation of mobile dispensing apparatus with known mechanical or operational deficiencies shall constitute a violation of this Permit and may cause immediate revocation thereof. Permittee shall conduct self

inspection and maintenance of fueling apparatus as prescribed by the Airport Authority or Fire Protection District, if required.

4. Pumps, either hand or power operated, shall be used when aircraft are fueled. Pouring or gravity flow shall not be permitted.

5. Containers and transportation methods shall comply with applicable federal, state and local Uniform Building Code Standards, Fire Codes and Airport Rules/Regulations and Recommendations of the National Fire Protection Association.

d. SELF-FUELING PERMIT REQUIREMENTS

1. Fire Insurance - Permittee shall promptly, in conjunction with the execution of this permit, provide public liability insurance for personal injuries, including death, growing out of any accident or other cause in a minimum sum of one million dollars (\$1,000,000.00) and shall provide property damage liability insurance in a minimum sum of one million dollars (\$1,000,000.00) for property damage growing out of any accident or other cause. Permittee shall also maintain comprehensive motor vehicle liability insurance in the amount of five hundred thousand dollars (\$500,000.00) for each occurrence. Permittee shall maintain said insurance with insurance underwriters authorized to do business in the State of Florida satisfactory to the Authority. Permittee shall furnish the Authority with a Certificate from the insurance carrier showing such insurance to be in full force and effect during the term of this permit. Said certificates shall contain a provision that written notice of cancellation or of any material change in said policy by the insurer shall be delivered to the Authority at least thirty days in advance of the effective date thereof. Permittee shall comply with insurance requirements as specified by the FBO on whose leased area the fueling occurs.

2. Indemnification - The Airport Authority shall stand indemnified by Permittee as herein provided. Permittee is and shall be deemed to be an independent contractor and operator responsible to all parties for its acts or omissions, and the Authority shall in no way be responsible thereof. Permittee covenants and agrees to indemnify, hold harmless and defend the Authority, their officers, agent, servants and employees from and against any and all claims for damage or injury to persons or property arising out of or incident to the use of this Permit.

3. Audit The Permittee will provide the Authority, at Permittee's expense, at end of calendar year, a complete audit of fuel records for previous calendar year, by a Certified Public Accountant. The Permittee shall pay all applicable local, state, and federal taxes.

e. Cancellation - This permit may be canceled by Permittee upon thirty days' written notice to the Authority only after all payments due have been paid or by the Permitter upon thirty days' written notice.

f. Regulations/procedures for self-fueling with MoGas - Any owner of an aircraft based at the Sanford Regional Airport may, if he/she wishes, fuel their own aircraft with MoGas under the following provisions:

1. Present to the Authority a Special Type Certificate (STC) for that aircraft to be fueled with MoGas.

2. Pay an annual \$25.00 permit fee.

3. Sign a "Hold Harmless" statement absolving the Authority of any liability for/during MoGas fueling operations.

4. Maintain a liability policy in the amount of one hundred thousand dollars(\$100,000.00) for personal injury and property damage resulting from self-fueling operations.

5. Fuel Flowage Fee-MoGas - Permittee shall pay to the Authority (unless otherwise directed by the Authority) a fuel flowage fee in the amount of \$.10 per gallon or as shall be established by the Authority. Copies of those documents evidencing the amount of fuel transferred will be provided to the Authority when such fuel is placed in Permittee's aircraft.

6. Self-fueling with MoGas will be conducted only within the specially designated area. That area is on the east side of the terminal ramp, commonly known as the "D" parking line, between D-14 and D-17 tie down spots. Tie down rods in the ramp shall be used as aircraft grounding rods.

7. Self-fuelers will notify the Authority or its agent prior to each fueling, and provide at least one 10 pound extinguisher at the fueling point.

8. This permit may be canceled by Permittee upon thirty day's written notice to the Authority only after all payments due have been paid or by the Permittor upon thirty days' written notice.

Excerpt
Approved July 2, 1996

Section III - Taxicabs, Limousines, Buses and Car Rentals

a. Applicability of Rules All individuals, partnerships, corporations or other business entity operating taxicabs, limousines, buses, shuttle vans, hotel courtesy vans or engaged in car rentals for the purpose of transporting persons or passengers for hire shall comply with these rules and regulations.

b. Parking of Taxicabs All taxicabs shall be parked in such manner and in such areas as may be designated from time to time by the Director of Aviation.

c. Loading and Unloading of Taxicabs Operators of taxicabs shall load and unload only in designated loading zones. Taxicabs shall not be parked in said zones longer than is reasonably necessary for the specific purpose of loading and unloading passengers.

d. No Soliciting Passengers for Taxicabs No person shall solicit passengers for a taxicab on the premises of the Airport and no person, firm or corporation shall advertise on the Airport except under written agreement.

e. Permit for Taxi or Shuttle Van Operation No taxicab or shuttle van shall operate from the Airport without first obtaining a permit granted by the Sanford Airport Authority, and paying required fees as designated by the Sanford Airport Authority.

f. Permit for Limousine or Bus Operation No limousine or bus service shall be operated on the Airport premises without a permit granted by the Sanford Airport Authority or pursuant to the terms of a written contract with the Authority.

g. City Occupational License and Permit Any permittee must be the holder of a City of Sanford occupational license or other applicable permit under the City of Sanford Code.

h. Car and Truck Rental No person, firm or corporation shall carry on, conduct, or engage in the business of renting "drive-it-yourself" automobiles or trucks including advertising and soliciting of customers, on the property of the Airport except pursuant to the terms of a written contract, permit, or concession agreement entered into with the Sanford Airport Authority.

i. Car Rentals Advertising Authorization must be obtained from the Director of Aviation for any advertising on the Airport.

j. Special Provision for Rental of Automobile Where an airline passenger or other person arriving at the Airport has placed an order for the rental of an automobile with a person, firm, or corporation not having a contract with the Authority, such customer may be met by such person, firm or corporation or a

representative thereof, and the automobile delivered to the customer, but only in areas designated by the Director of Aviation for the purpose of meeting the customer and for the purpose of delivering the automobile.

k. Rental Vehicle Records and Reports Permittee shall maintain accurate records and books of account which will enable them to submit monthly reports to the Authority of the gross monthly income derived from its operation at the Sanford Airport Authority. Said monthly reports shall be substantiated and verified by an annual report prepared by a firm of certified public accountants at the close of each calendar year and submitted by permittee to the Director of Aviation not later than March 1st of each year. The Authority reserves the right to audit the books of the permittee.

l. Charges by Permittee Charges made by any permittee for the conveyance of persons shall be reasonable and said charges are subject to the approval of the Authority.

m. Conditions and Appearance of Vehicle All vehicles operated by permittee shall be kept in safe and dependable operating condition and appearance. Any vehicles that are deemed unsafe or are unkept in appearance may be removed from the Airport by the Authority. Sedans and limousines shall have the name of the operator clearly displayed on the front license plate or other authorized area. All other commercial ground transportation vehicles shall have the name of the operator permanently affixed in at least three (3) inch letters on both sides of the vehicle.

n. Conduct of Agents Permittee, its operators, employees, agents, and servants shall conduct themselves at all times in a reserved and polite manner.

o. Insurance Requirements Permittees shall be required to maintain insurance in such amounts, limits and other conditions as may be prescribed in the sole discretion of the Authority and shall hold the Authority, the City of Sanford and its employees harmless from and against any and all claims, liability, expenses, losses, costs, fines, and damages.

p. Section IV - Special Operational Rules for Commercial Ground Transportation Vehicles

1. Absolutely no soliciting is allowed.
2. Profanity is strictly prohibited.
3. Boisterous talking, shouting or any disorderly conduct is not permitted.

4. Drivers shall not throw trash or refuse on the ground. Trash receptacles will be provided in the general area of taxi parking.
5. Undercutting another driver's fare is prohibited.
6. Drivers may assist passengers with luggage at the terminal curb only. Drivers may not walk into the bag claim or welcome center areas.
7. Drivers may not enter the terminal to check with the airlines for baggage delivery.
8. No cruising is allowed in front of the Airport terminal or anywhere on Airport property.
9. All drivers of vehicles for hire shall promptly deliver to the Airport Authority offices all property left in said vehicles by passengers received or discharged at the Airport.
10. Drivers should not enter the terminal building at any time. Drivers must remain in the immediate vicinity of their vehicle and must always remain with the vehicle while loading or unloading passengers at the terminal curb.
11. All ground transportation and other businesses at the Airport must have a current, valid occupational license issued by the City of Sanford.

q. Driver Requirements

1. Drivers must have in their possession and present when requested by the Authority or its designees a valid Florida chauffeur's license authorizing the driver to operate the vehicle being operated by the driver at the Airport.
2. Drivers must meet United States Department of Transportation standard for training and certification on an ongoing basis.
3. Drivers must have a valid permit or license issued by all applicable governmental authorities.
4. Drivers must conduct themselves in a dignified manner.
5. Drivers must maintain a clean, neat appearance so as not to be offensive to the passengers engaging their services.

6. Driver's employer must have a current operating permit with the Airport Authority.
7. Employees shall not be involved in selling or promoting businesses or services other than those ground transportation services permitted by the Authority at the Airport.
8. Permittee's supervisory staff must be on duty when vehicles are in service at the Airport.

r. Vehicle Requirements

1. Vehicles must be of a uniform coloring approved by the City of Sanford and must be clearly marked identifying it as a taxi. Magnetic or temporary vehicle signs are not permitted.
2. Vehicles must have an operating permit issued by the City of Sanford and the Sanford Airport Authority along with a current windshield sticker.
3. Vehicles must be in good repair, clean, well maintained and in sound mechanical condition.
4. Vehicles must meet United States Department of Transportation Standards for safety and operation on an ongoing basis.
5. Motor coaches must have adequate seating for all passengers. If there are more passengers than seats, the coach must be equipped with hand rails and stanchions for each passenger to secure themselves during the trip. All vans and town cars must have properly inspected and working seat belts to assure all passengers maximum safety.
6. Coach vehicles must have working air conditioning systems designed especially for rapid cooling of a coach when fully loaded in Central Florida weather conditions. All vans must be equipped with working dual or comparably efficient air conditioning systems to assure comfort for all customers, even those in the back of a full van.
7. Coach vehicles must be equipped with sufficiently wide aisles to allow for safe and efficient loading and unloading of guests. All vans must be equipped with auxiliary step stools to enable all passengers to load and unload safely from the vehicle.

8. Vehicles must be maintained to standards acceptable to the Airport. Clean exteriors and clean interiors are required. Each vehicle must be properly equipped with all required safety and handicapped assistance equipment and each driver properly instructed on how to use such equipment.

s. Parking Requirements

1. Parking is permitted only in assigned parking area. Vehicles not engaged in unloading or loading passengers in designated terminal areas are not allowed in the immediate vicinity of the Airport terminal.

t. Passenger Engagement and Disengagement

1. Drivers may not solicit passengers in any area of the Airport terminal at any time.
2. Drivers should discharge their passengers in designated departure areas of the terminal. If the passenger is impaired or has excessive luggage, passengers may be discharged in other approved areas.
3. At no time will passengers be discharged in the traffic lanes.
4. Discharging passengers in the handicapped zone is limited to those passengers that are impaired.