



**Temporary Activity Permit – Warranty Work**

*(Required for all warranty maintenance work on the airport)*

The temporary activity permit fee is \$50.

Applicant Name:

Applicant Address:

Email:

Cell:

Work:

Specify location of maintenance work to be done (designated hangar, FBO, etc):

Aircraft Registration #:

Aircraft Make/Model:

Component to be worked on:

Manufacture date of aircraft/component:

Airframe

Engine

Prop

Avionics

Other

Date of work:

Start time of work:

Expected end date and time of work:

Describe in detail the proposed work to be done:

**The following items must be submitted with application:**

- Certificate(s) of insurance, naming the City of Scottsdale as additional insured and the certificate holder. The certificate holder is: The City of Scottsdale, Scottsdale Airport, 15000 N. Airport Drive, Scottsdale, AZ 85260.
- Warranty Authorization from OEM
- Property owner must submit approval (e-mail accepted) that the work may take place on their leasehold/property.

**Please keep these rules in mind:**

- Escort must be provided at all times by an authorized representative with airfield access while airside.

The applicant hereby requests the above action(s), and in consideration of this request being granted, agrees to the following:

1. **Fee payment:** The applicant agrees to pay the temporary activity permit fee of \$50. The airport hourly rate for Operations support is \$50 (as defined by Rate and Fees).
2. **Permit limitations:** This permit may not be assigned or transferred.
3. **Information changes:** The applicant shall notify the Airport Administration, in writing, of any change to the information provided.
4. **Release of liability:** The city assumes no liability for damage or loss to personal property while operating at Scottsdale Airport.
5. **Indemnification:** The applicant shall indemnify the city pursuant to Chapter 5 of the Scottsdale Revised Code.
6. **Compliance with the law:** The applicant shall comply with all applicable laws, ordinances, rules and regulations to include any open flames to be located at least 50 feet away from any storage, aircraft or fuel farm. To view regulations, go to:  
<http://www.scottsdaleaz.gov/airport/regulatorydocs>.
7. **Insurance:** Permit holder shall endorse all liability insurance policies to include the City of Scottsdale as an additional insured. Applicant further agrees to waive their insurers subrogation rights against the City of Scottsdale, and its Officers, Directors, Commissioners and Employees.

**The undersigned representative certifies that he/she is authorized to sign for the business and acknowledges receipt of a copy of this permit.**

**Applicant Signature:**

**Date:**

By checking this box, I affirm that the information entered above is accurate and the name typed above represents my official signature.

Please submit the form with an electronic signature to [sferrara@scottsdaleaz.gov](mailto:sferrara@scottsdaleaz.gov) OR print, sign and return to 15000 N. Airport Drive, suite 100, Scottsdale, AZ 85260.

Staff Use Only

Aviation Director's comments/stipulation(s):

Approved by Aviation Director or Designee:

**Date:**