

# ATTACHMENT 2

SAAS AIRPORT VIOLATION Notice of Correction		
1. Date of Violation:	2. Local Time:	3. Organization / Company / Division:
4. Name (Last, First, Middle Initial):		5. Airfield Driver's License/Badge Number:
6. Vehicle Type:		7. Vehicle Identification Number:
8. Violation of City Ordinance 2013-01-31-0073 per section(s) as indicated below		
<input type="checkbox"/> A	Parking in a no parking zone – Section 3-16, 3 <sup>rd</sup> paragraph & 3-77(5)(a)	
<input type="checkbox"/> B	Airfield driver's license-expired, not on driver or none – Section 3-78(a)(3) & (b)	
<input type="checkbox"/> C	No state driver's license on person – Section 3-16, 3 <sup>rd</sup> paragraph & 3-77(1)	
<input type="checkbox"/> D	Improper Vehicle Markings – Section 3-78(q)	
<input type="checkbox"/> E	Inoperable head / tail light, etc. – Section 3-78(n)	
<input type="checkbox"/> F	Failure to utilize vehicle lanes – Section 3-78(f)(8)	
<input type="checkbox"/> G	Blocking an aircraft – Section 3-78(g)	
<input type="checkbox"/> H	More than 4 carts per tug – Section 3-78(m)	
<input type="checkbox"/> I	Failure to wait for AOA gate to close upon entering or exiting – Section 3-78(r)	
<input type="checkbox"/> J	Improper escort procedures – vehicle or person on foot – Section 3-78(a)(4) and 3-158(a)(4),(5),(6)	
<input type="checkbox"/> K	Vehicle overloading, carrying more passengers than equipped for – Section 3-78(f)	
<input type="checkbox"/> L	Unsafe / Speeding / reckless driving – Section 3-78(f)(1) thru (8)	
<input type="checkbox"/> M	Failure to yield right of way – Section 3-77(1) and 3-78(g)	
<input type="checkbox"/> N	Parking fuel trucks too close to building (less than 50 feet) – Section 3-123(d)	
<input type="checkbox"/> O	Parking fuel trucks too close to fuel truck (less than 10 feet) – Section 3-123(c)	
<input type="checkbox"/> P	Failure to report damage to City property – Section 3-28	
<input type="checkbox"/> Q	Cutting off aircraft – Section 3-78(f)(3) and 3-78(g)	
<input type="checkbox"/> R	Encroachment of Taxiway / Incursion – Section 3-78(h)	
<input type="checkbox"/> S	Runway Incursion – Section 3-78(h)(1) thru (3)	
<input type="checkbox"/> T	Smoking on the AOA or in Non-Smoking area – Section 3-34(c)	
<input type="checkbox"/> U	Failure to wear Reflective Safety Vest – Section 3-26	
<input type="checkbox"/> V	Other:	
<input type="checkbox"/> W	1 <sup>st</sup> Violation: <input type="checkbox"/> Written Warning <input type="checkbox"/> Refer to Municipal Court <input type="checkbox"/> Revocation of driving privileges <input type="checkbox"/> Must attend training	
<input type="checkbox"/> X	2 <sup>nd</sup> Violation: <input type="checkbox"/> Refer to Municipal Court <input type="checkbox"/> Forfeit of airport badge <input type="checkbox"/> Revocation of driving privileges <input type="checkbox"/> Must attend training	
<input type="checkbox"/> Y	3 <sup>rd</sup> Violation: <input type="checkbox"/> Refer to Municipal Court <input type="checkbox"/> Forfeit of airport badge <input type="checkbox"/> Termination of driving privileges	
<input type="checkbox"/> Z	___ <sup>th</sup> Violation: <input type="checkbox"/> Refer to Municipal Court <input type="checkbox"/> Forfeit of airport badge <input type="checkbox"/> Termination of driving privileges	
9. Remarks: DOB: _____		
10. Signature:		
11. Print Name of Airport Representative:		12. Airport Representative Signature:
Any person or company that receives from Aviation Department personnel a Notice of Correction, administrative fee, cease and desist notice, suspension of permit, eviction, removal, denial of access to Airport property or other administrative action because of violations of this article may appeal, in writing, the action to the Aviation Director within ten (10) calendar days of the receipt of the initial notice. The Director shall have ten (10) calendar days to respond to the appeal and determine whether any administrative action should be rescinded.		
<b>No</b>		