
ICP ZIPPASS APPLICATION FORM

ISSUE RETURN LOST CANCEL ADDRESS CHANGE

ZipPass # _____

Customer Account # _____

Audit Date __/__/__

Name _____

Home # _____

Address _____

Cell # _____

City _____

State/Zip _____

Airline _____

Base _____

Position _____

ID # _____

Email _____

EMPLOYEE PARKING DATA PRIVACY NOTICE MAC INDIVIDUAL ACCOUNTS

In accordance with the Minnesota Government Data Practices Act, the Metropolitan Airports Commission (“MAC”) is required to inform you of your rights as they pertain to the private information collected from you.

You are being asked to provide certain information for the purpose of providing you with parking services at the Minneapolis-St. Paul International Airport (“Airport”). By participation in the employee parking program, MAC will also collect information regarding the dates and times that you visit the Airport from data automatically recorded. This data will be used to monitor your use of our facilities and bill you for such use.

You are not legally required to provide the information the Metropolitan Airports Commission is requesting and you may refuse to provide some or all the information required. However, if you fail to provide the information data, you will not be allowed to participate in our parking program.

With some exceptions, unless you consent to further release of private information, access to this information will be limited to your employer if it is paying for your parking and MAC employees who are involved in monitoring these services or whose job responsibilities provide them with a legitimate reason for access to the information you provide. However, federal and state law do authorize release of private information without your consent to a court, grand jury, or state of federal agency, if the information is sought with a subpoena, or if required by a court order or permitted by other state or federal law.

I acknowledge that I have read and understood the above information.

I have read and understood the “MSP EMPLOYEE PARKING POLICY” (printed on the reverse) and agree to abide by the rules contained therein.

Signature: _____ Date: _____

Monthly parking fees include Minnesota Sales Tax.

METROPOLITAN AIRPORTS COMMISSION

Landside Operations

MSP Employee Parking Policy

Revised April 1, 2015

The Minneapolis-St. Paul International Airport (MSP) parking facilities accommodate both public and employee parking needs. As we all serve the traveling public, we will attempt to provide them the more convenient parking in our facilities.

1. Those eligible for MSP tenant employee parking are :
 - Active employees of current MSP tenants while working in, Terminal 1 (T1) or Terminal 2 (T2).
2. Those eligible for MSP Commuter employee parking are:
 - Active airline employees based somewhere other than MSP who reside in the region with a valid driver's license issued by either: Minnesota, Wisconsin, Iowa, South Dakota, or North Dakota.
3. Your responsibilities are :
 - A. To ensure the ZipPass and registration decal are properly attached to your vehicle in the accordance with the "ZipPass information" brochure while on Airport property.
 - B. To pay activation and monthly fees as required.
 - C. To ensure no one else uses your ZipPass.
 - D. To only park in assigned locations - T2 MSP Value ramp - Purple/Orange levels 5, 6, 7, and 8 in any row; unless you are assigned by Landside Operation staff to another parking area.
 - E. To not park continuously for more than ten consecutive days.
 - F. To park only when you are working.
 - G. To cancel in writing. Cancellations received on or before the 10th during business hours will be refunded the monthly fee.
4. If you fail to fulfill your responsibilities:
 - A. Your ZipPass may be deactivated and your parking in MSP facilities will be at public rates.
 - B. Your vehicle may be towed at your expense. Vehicles parked in unauthorized areas, parked unsafely or parked for more than ten consecutive days may be towed to a facility off-site where daily impound fees will be charged.
5. Commuter Payment Information:
 - Your monthly fees are charged automatically to a bank card on file. If your payment fails, you must resolve the issue prior to the 15th of the current month to avoid deactivation of your Zip Pass. Any parking fees incurred due to deactivation are your responsibility and are non-refundable. Parking fees include Minnesota Sales Tax.

This revision supersedes previous versions of the "MSP Employee Parking Policy".