



GUIDELINES FOR ACCESS CONTROL

The following guidelines are provided to assist Airport tenants with access control issues.

- Access cards are issued to Airport tenants as follows:
 - T-hangar tenant - 1 access card
 - Airport business - 3 access cards
- *Subject to Airport Directors approval.
- Additional cards are available for a fee to individuals designated by the tenant as having a valid reason for accessing the airfield and with approval of the Airport Director.
 - Access cards are assigned to an individual and said person is required to sign for their access card.
 - Access cards shall not be loaned or otherwise shared with anyone.
 - It is the card holder's responsibility to stop and wait for the gate to close behind them – “NO TAILGATING”.
 - Card holders shall enter and exit through the gate they are assigned. Tenants with multiple access point authorization should determine their access point based on the purpose of their visit.
 - Deliveries or visitors to the Airport should be directed to the FBO office to gain access. Once the visitor has identified themselves and the reason for the visit they will be allowed access through the main gate, or escorted to the appropriate access point.

While these guidelines may not resolve all access control issues, they are a strong foundation for establishing a safer automobile traffic pattern on the airfield and providing a more secure environment for Airport tenants and visitors.

Any questions, comments or suggestions should be sent to:

Airport Director
Flagler Executive Airport
201 Airport Road
Palm Coast, FL 32164
386-313-4220