

## Information sheet for holders of permanent parking cards

Appendix 1

Valid as of 1<sup>st</sup> January 2012

### 1 Right of use

The permanent parking card issued by the "Ausweisbüro" (Airport Identity Card Office) on behalf of Flughafen Zürich AG authorises the holder to the use of a parking space in the allocated parking facilities in connection with his/her professional activities for their employer company at Zurich Airport. **Parking during private absences (e.g. air travel) is strictly prohibited.**

The permanent parking card authorises the holder to park his/her vehicle for a maximum of 36 hours without interruption. The permanent parking card for flight crews is an exception. This card permits a maximum stay of 10 days (240 hours) without interruption.

The staff parking guidance system on the access roads must be observed. Any parking facilities shown as full may not be accessed or used.

If, in an exceptional case, no parking facility can be allocated or the staff has to park at an overflow parking area because the staff overflow is active, he/she is not entitled to claim reimbursement or compensation.

#### **Permanent parking cards are personal and non-transferable.**

Only one permanent parking card or rechargeable parking card may be issued per person. The minimum card validity period is six months. It is not possible to temporarily suspend the permanent parking card.

### 2 Use of the permanent parking card

The permanent parking card must always be used, even if the system is faulty, e.g. if the barrier is standing open. If following another vehicle, drivers must always wait for the barrier to close before using their permanent parking card. **If it is not possible to use the permanent parking card, assistance must be requested using the call button at the entrance/exit post. No parking ticket should be drawn because the public parking rates are then payable.**

If a parking ticket is drawn due to loss or damage of the permanent parking card or without the consent of the "Zutritt- / Parkingzentrale" (Access / Parking Control Center), the holder is not entitled to claim compensation from Flughafen Zürich AG.


If a person has forgotten his/her permanent parking card, a parking ticket may only be drawn as an exception on consultation with the "Zutritt- / Parkingzentrale" (call button). An administration fee of CHF 10 will apply to this ticket on presentation of proof of identity in the "Zutritt- / Parkingzentrale". This must be done before exiting the car park.

If the permanent parking card is used for a parking period exceeding 36 hours, or, in the case of flight crews, exceeding 10 days (240 hours), it will only be possible to exit by paying the public parking rate. The fee will be calculated for the entire parking duration from the time of entry.

**Use at the barrier**



- Hold the parking card **flat against** the reader at the entrance or exit station (**do not insert**).
- The barrier will open.
- Note the instructions on the display.

In the event of a problem always press the call button  and follow the instructions .



- Do not insert the parking card!

**3 Return, damage or loss of permanent parking cards**

If there is no longer a need for the permanent parking card or if the card holder ceases to work for his/her employer, it must be returned to Flughafen Zürich AG “Ausweisbüro” immediately but within 30 days at the latest. If the permanent parking card is verifiably used after termination of employment, the public parking rates will be charged in addition to an administration fee of CHF 50.

The permanent parking card must be handled carefully and protected from heat, particularly from exposure to the sun. It must not be bent or damaged in any way.

A lost permanent parking card must be reported to Flughafen Zürich AG “Ausweisbüro” immediately. If the card holder has to use a public parking space due to the loss or damage of the permanent parking card, no waiver or reimbursement of fees will apply. A fee of CHF 50 is charged for the replacement of lost or damaged cards.

**4 Withdrawal of the permanent parking card**

If a permanent parking card is misused, Flughafen Zürich AG may withdraw or block the offender's staff parking products. Flughafen Zürich AG may notify the respective employer. The right to initiate criminal proceedings and/or civil liability claims is expressly reserved.

## 5 Parking rules

The following is expressly prohibited:

- Parking of vehicles outside the marked parking areas.
- Parking of vehicles without valid registration plates.
- Parking of vehicles during holidays, military service or unpaid leave.
- Vehicle repair or maintenance work on the parking spaces.
- Wilful damage or manipulation of facilities.
- Enabling other drivers to enter or exit using the permanent parking card.

In the event of a breach of these parking rules, Flughafen Zürich AG may have the vehicle towed away at the expense of the driver or owner. The right to withdraw staff parking products, initiate criminal proceedings and/or civil liability claims is expressly reserved.

## 6 Liability of Flughafen Zürich AG

Within the limitations of the law, Flughafen Zürich AG accepts no liability for injuries or damage to the vehicle or other property of the staff parking product holder.

## 7 Data protection and confidentiality

Flughafen Zürich AG undertakes to handle customer data carefully and to comply with the provisions of data protection.

Car registration numbers, security camera images, intercom calls, telephone calls and the use of staff parking products may be recorded for security and monitoring reasons.

## 8 Contacts

For any queries about parking please contact Flughafen Zürich AG, P.O. Box, CH-8058 Zürich-Flughafen.

### Questions relating to the information sheets:

Ausweisbüro: Tel. +41 (0) 43 816 26 07  
 Opening hours: Business days 8 a.m. – 5 p.m.

### Questions or problems relating to the use of staff parking products:

Zutritt- / Parkingzentrale: Tel.: +41 (0) 43 816 37 10  
 Opening hours: 24-hour operation