



City of Phoenix Aviation Department Rules & Regulations

Number: 03-10

Authority: This Rule and regulation is promulgated pursuant to City Code Chapter IV, Article 11. 4-2.

Rule and Regulations: **Use of the International Concourse and City of Phoenix Owned Passenger Boarding Gates**

International Concourse: Non-Airline Operational Activities

Non-airline activities such as unscheduled maintenance, contractor work and tours, will require prior notification and approval by the Airside Operations Manager (routinely scheduled maintenance and Federal Inspection Service activities will not be subject to prior notifications).

International Concourse: Airline Operational Use

1. An Airline wishing to schedule a gate will furnish the Airside Operations Manager with flight arrival and departure times, type of aircraft, number of passengers and services required.
2. City of Phoenix passenger boarding gates will be available to all airlines, however, scheduled International carriers will take precedence over unscheduled charters or other domestic airline requests.
3. The maximum time for each scheduled gate use will be three (3) hours and 45 minutes beginning with the scheduled arrival time. Should scheduling conflicts arise, an air carrier may be required to relocate their aircraft to a parking position to allow for other arrivals and/or departures.
4. An airline wishing to use a gate for an unscheduled night will furnish the Airside Operations Supervisor with flight arrival and departure times, type of aircraft, number of passengers and services required.
5. Rates for Gates 13- 17 and 13- 18 at the International Concourse are determined by the City Council.

Jetway Operations and City of Phoenix Owned Passenger Boarding Gates

1. An Airline wishing to schedule a gate will furnish the Airside Operations Supervisor with flight arrival and departure times, type of aircraft, number of passengers and services required.
2. If the gate is determined to be available at the requested time and date, the Airside Operations Supervisor will approve the airline request.

