

# Temporary permit to drive in Operations Area

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Dispatch for Temporary Driving Permits for AICM Operations Area (rules and policies).

## **Dispatch**

Contracting businesses (customers) requiring Temporary Access and Circulation Permits for their vehicles must submit an application signed by the construction project point-person and addressed to the head of the Director General for Operations, including:

- Full name of application point-person and who will receive the temporary vehicle permit(s), accredited by the company.
- Original and copy of the contract, reason for the work to be done on the AICM premises.
- Submit a copy of official drivers' license and copy of valid official identification for vehicle operators, to complete application for temporary vehicle permit to access and drive in operations area.
- Justification of the activity to be done in the operational area, concerning the work to be executed.
- Number of Vehicle Access Permits.
- Vehicle type, make, model, year, and plates.
- Full name of construction project point-person, area, phone numbers, and exact location of construction project.
- Pay fee for issuing Temporary Access Permit to the AICM General Account.

## **Replacement:**

Companies and construction contractors applying for a replacement temporary permit must submit their request to the Head of the Security Division, along with:

A report issued before the Public Ministry, stating the facts justifying the loss, destruction, or theft.

No permit will be replaced without full justification of its loss with a report issued before the public ministry; the contractor must pay the cost of the replacement, and when applying for permit replacement due to wear, the replacement will only be issued upon delivery of the prior permit. Likewise, the Security Division will ask the contractor to return permits at the end of work.

