



## COMMUTER CREW PARKING CHECKLIST

- If you are an employee of an airline (i.e., American Airlines, United Airlines, etc) commuting from OAK, and interested in employee parking, [click here](#) to complete the Application.
- Office hours for **processing parking permits:**  
Tuesdays 1:30 p.m. – 4:30 p.m.  
Thursdays 9:00 a.m. – 12:00 p.m.  
**Closed on Port Holidays.**
- Self-addressed **stamped** envelope should be included if applying by mail.
- Complete application form; submit only **once** during the initial process.
- Print in Block letters, your Credit Card (Visa or Mastercard)
- Include copy of current car registration (ok if registered to a different person).
- Include copy of your valid Company Airline Badge.
- Check payable to **Port of Oakland** or ~~Cash (exact change)~~ is accepted.
- Mail to:  
Oakland International Airport-Ground Transportation  
Attn: Mimi Pappaly  
1 Airport Drive – Box 45  
Oakland, CA 94621
- Cost: \$96.00 per Quarter, no monthly permits are available. The entire current year is available for purchase or any quarterly combinations. Please refer to [Parking Fees](#) for detail information.
- Cut-off Date: 27<sup>th</sup> of the Month. Parking decals issued any day between the 27<sup>th</sup> and the end of the month will not be charged for that particular month. For example, if the issue date is July 27<sup>th</sup>, the charge for a 3<sup>rd</sup> Qtr permit is \$64.00 (for Aug and Sep); no charge for the month of July.