

GUIDELINES
USE OF TEMPORARY SPACE FOR SIGNATORY CARRIERS
PORT OF PORTLAND EFFECTIVE APRIL 2016

1. PREFERRED SPACE

The Portland International Airport ("PDX") Conference Center combines style and function to offer the perfect option for all types of gatherings. A variety of Spaces are available to rent through the PDX Conference Center which can be reached at 503.460.4050.

2. LIMITED USE

On a limited basis and subject to availability the Port may make available Airline Operations and Maintenance ("AOM") space to Signatory Airlines. These facilities may be used for Airline employee meetings, job fairs, employee training, and Tenant sponsored fundraising events so long as the activities are pre-approved by the Port. The location of available AOM space may change; the temporary space that is currently available is shown on **Exhibit A**. The space is available for a maximum of one (1) day at no charge. For additional use up to a maximum of two (2) weeks refer to the Fee Schedule below. Space will be accepted "as is".

On a limited basis, the Port will allow Airline Upper Area ("AUA") space D2652 which is located on the enplaning level of Concourse D to be available for Airline employee meetings, job fairs, employee training, and Tenant sponsored fundraising events pre-approved by the Port. The space is available for maximum of one (1) day at no charge at the location shown on **Exhibit B**. Refer to the Fee Schedule below for additional temporary use up to a maximum of two (2) weeks. Space will be accepted "as is".

All requests received for temporary use of space in the public view will be subject to the terms of Section 12.2 of the Signatory Passenger Airline Lease and Operating Agreement, "Other Space Available for Rent."

3. PROCEDURE

Tenants desiring to use or rent temporary space must request such use through the PDX Aviation Business & Properties Department in writing. Such request must include, date(s), time(s), and intended use of space. Request must be made five (5) days in advance of the desired rental date. The Port will issue a Permit for each request, as shown in **Exhibit C**, which must be signed by an authorized Airline Representative prior to commencing use of the AOM or AUA space.

4. JANITORIAL AND CLEAN-UP

The Tenant shall remove all trash and shall perform clean-up prior to expiration of the term. Space must be returned to original condition. Space requiring additional janitorial services will be billed to the Tenant at the prevailing rate in effect for the Port janitorial services.

5. FEE SCHEDULE

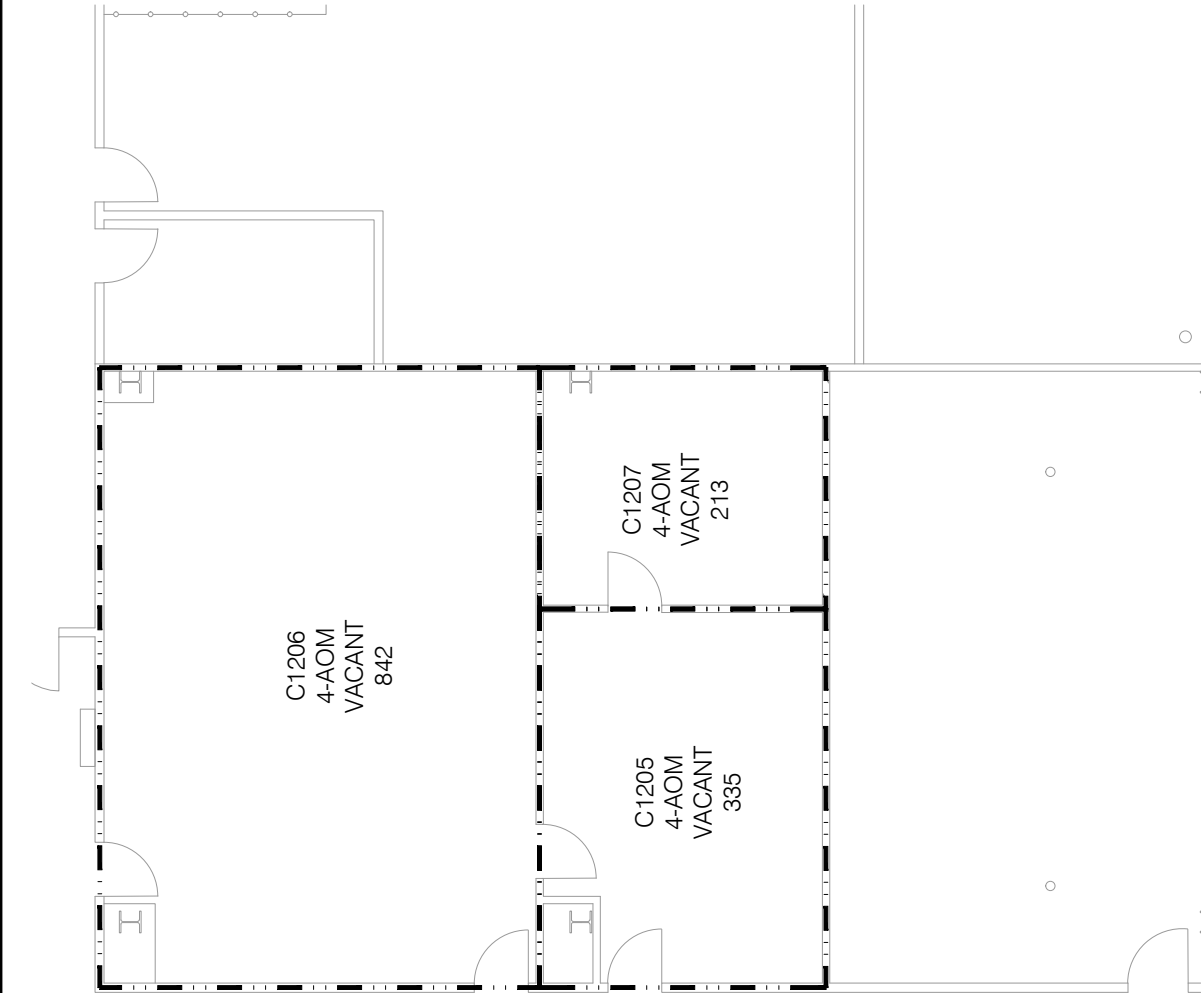
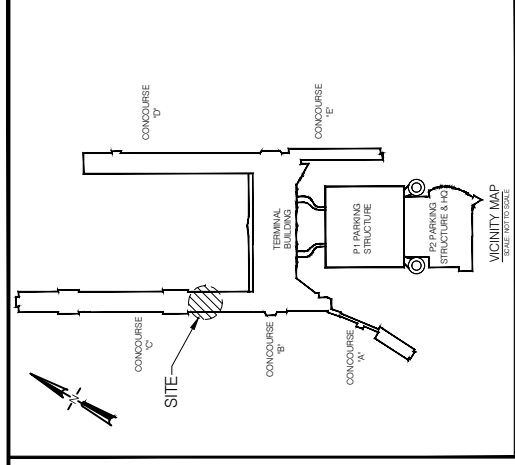
The rental rates for temporary use for more than one (1) day follow the Rental Rates for Airline Supported Areas, Signatory Agreement: Month-to-Month, for Portland International Airport. The temporary use rate will be prorated for the requested time period.

6. BILLING

The Port will invoice the Tenant directly after the meeting/event is held. Tenant shall pay the Port within thirty (30) days of issuance of the invoice.

7. PORT INDEMNITY

Tenant's use of this space shall be deemed subject to all applicable terms and conditions of the Signatory Agreement.



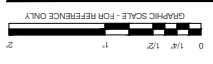
RENTAL AREAS:

AOM 1390 SQ. FT.
 TOTAL 1390 SQ. FT.

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 A-1

CONCOURSE C DEPLAINING
 SCALE: 3/16" = 1'-0"

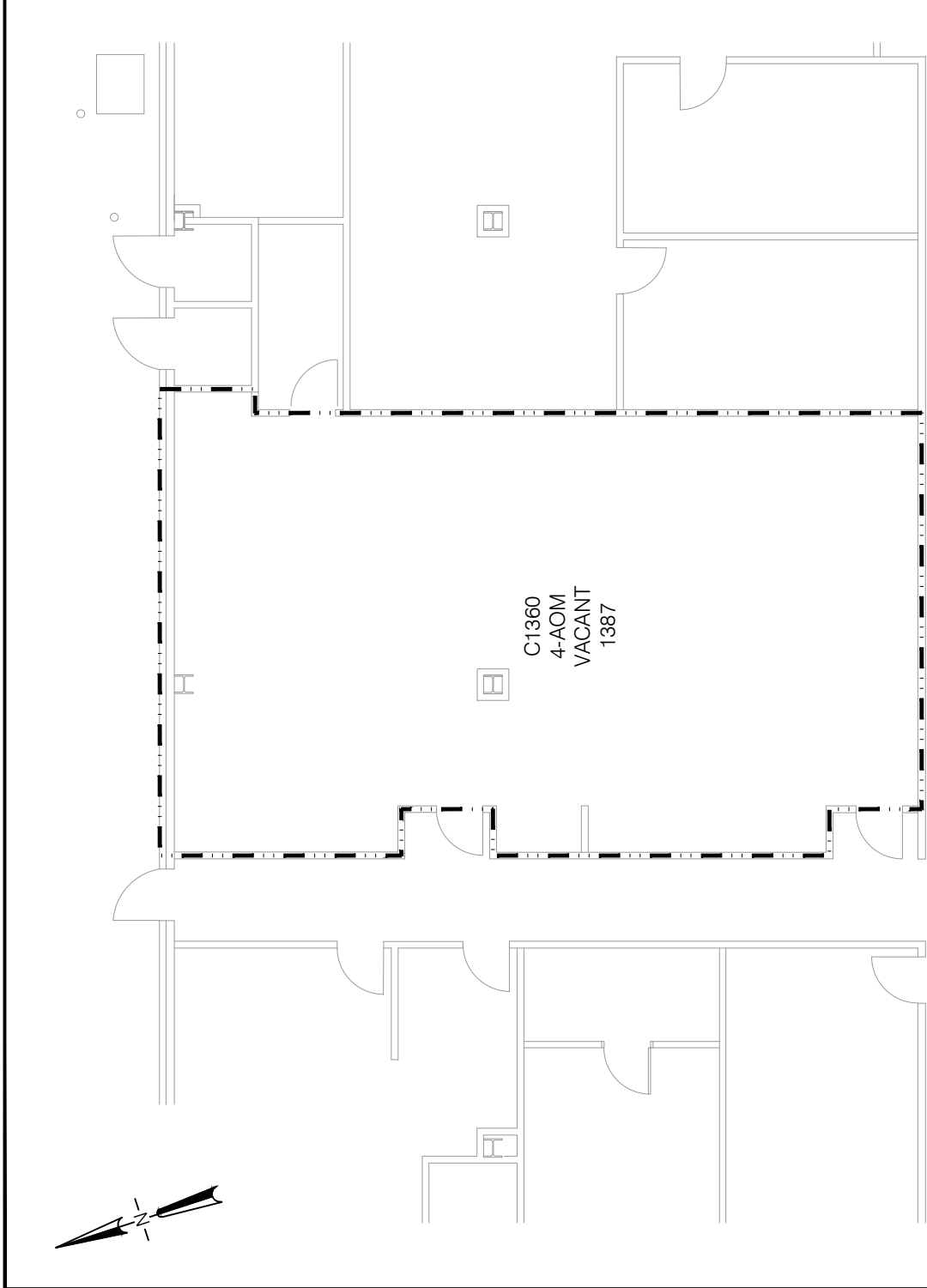
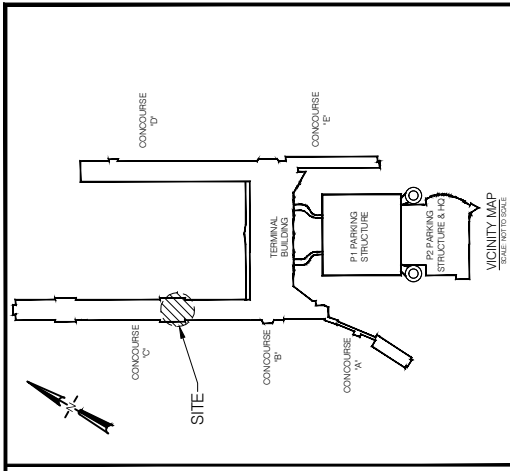
EXHIBIT A
 PAGE 1 OF 5



CAN YOU SEE THE AIRPLANES? THE ADJACENT SAMPLES SHOW THREE DIFFERENT LEVELS OF SHADING SETTINGS FOR VIEWING AND PRINTING DRAWING CONTENT ARE OPTIMIZED WHEN ALL THREE PLANES ARE VISIBLE. THIS GUIDANCE IS PROVIDED FOR REFERENCE ONLY.



PORT OF PORTLAND PORTLAND, OREGON		DESIGNED BY L. VOGT		SUBMITTED BY LEE VOGT LEASE PLAN ADMINISTRATOR		PORTLAND INTERNATIONAL AIRPORT	
2016ZGEN DESIGN NUMBER		APR 2016		DRAWING NO. PDX 2016-XX		TERMINAL BUILDING TEMPORARY LEASE PLAT	
1333 PROJECT NUMBER		3/16" = 1'-0"		SHEET NO. 1/1		DESC. SHT. NO. A-1	
PRINTED: 4/7/2016 3:18:59 PM		VOGTL		s:\vogt\lee_work\proj\properties\machelle\temp\ips-4-1-16.dwg		DRAWING SCALE IS REDUCED 50% WHEN SHEET SIZE IS 8.5" x 11".	

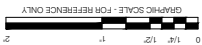


RENTAL AREAS:

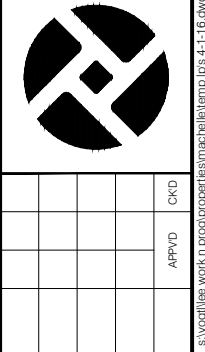
AOM 1387 SQ. FT.
TOTAL 1387 SQ. FT.

EXHIBIT A
PAGE 2 OF 5

CONCOURSE C DEPLAINING
SCALE: 3/16" = 1'-0"
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2016ZGEN
DESIGN NUMBER

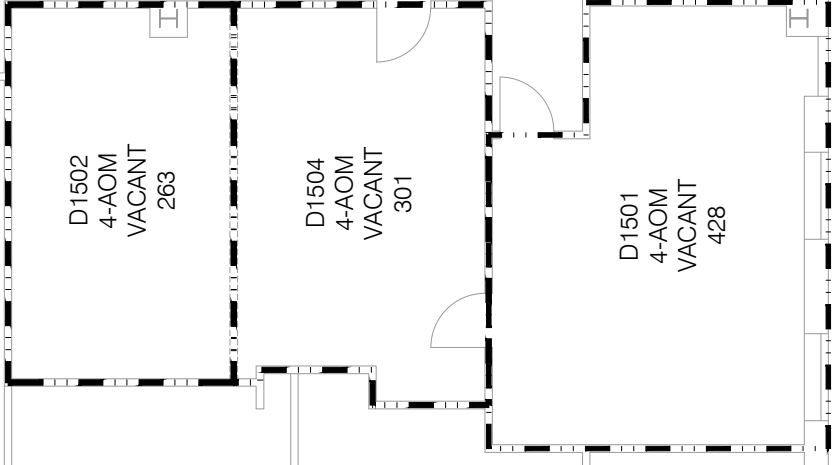
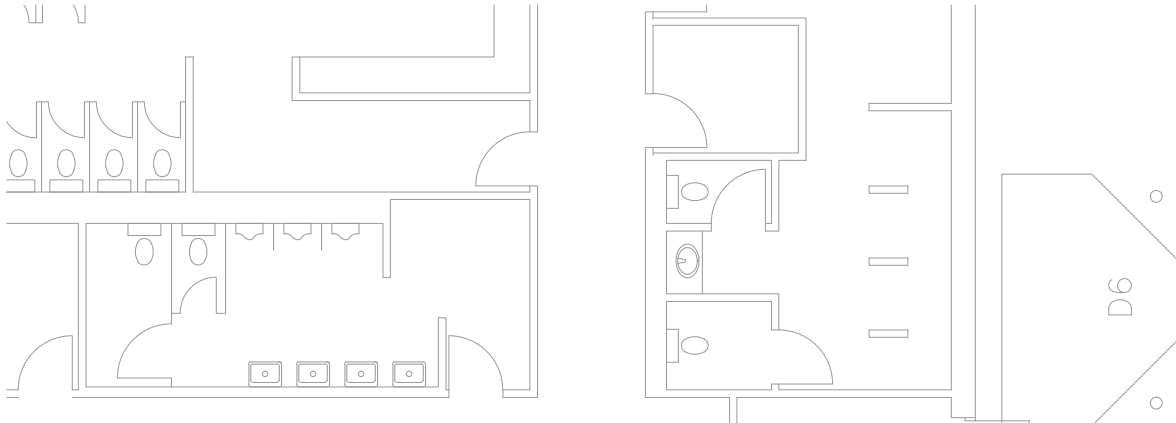
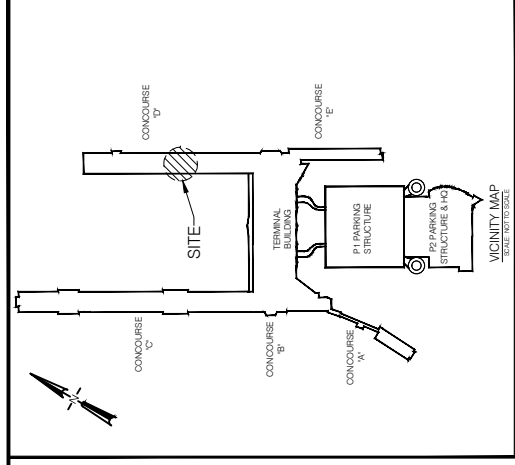
1333
PROJECT NUMBER

DESIGNED BY
DRAWN BY L. VOGT
CHECKED BY
DATE APR 2016
SCALE 3/16" = 1'-0"

SUBMITTED BY
LEE VOGT
LEASE PLAT ADMINISTRATOR

TYPE LP
DRAWING NO. PDX 2016-XX
SHEET NO. 1/1
DBC. SHT. NO. A-1

PORTLAND INTERNATIONAL AIRPORT
TERMINAL BUILDING
TEMPORARY LEASE PLAT

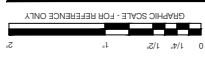


RENTAL AREAS:
 AOM 992 SQ. FT.
 TOTAL 992 SQ. FT.

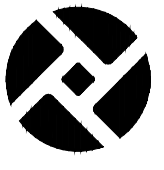
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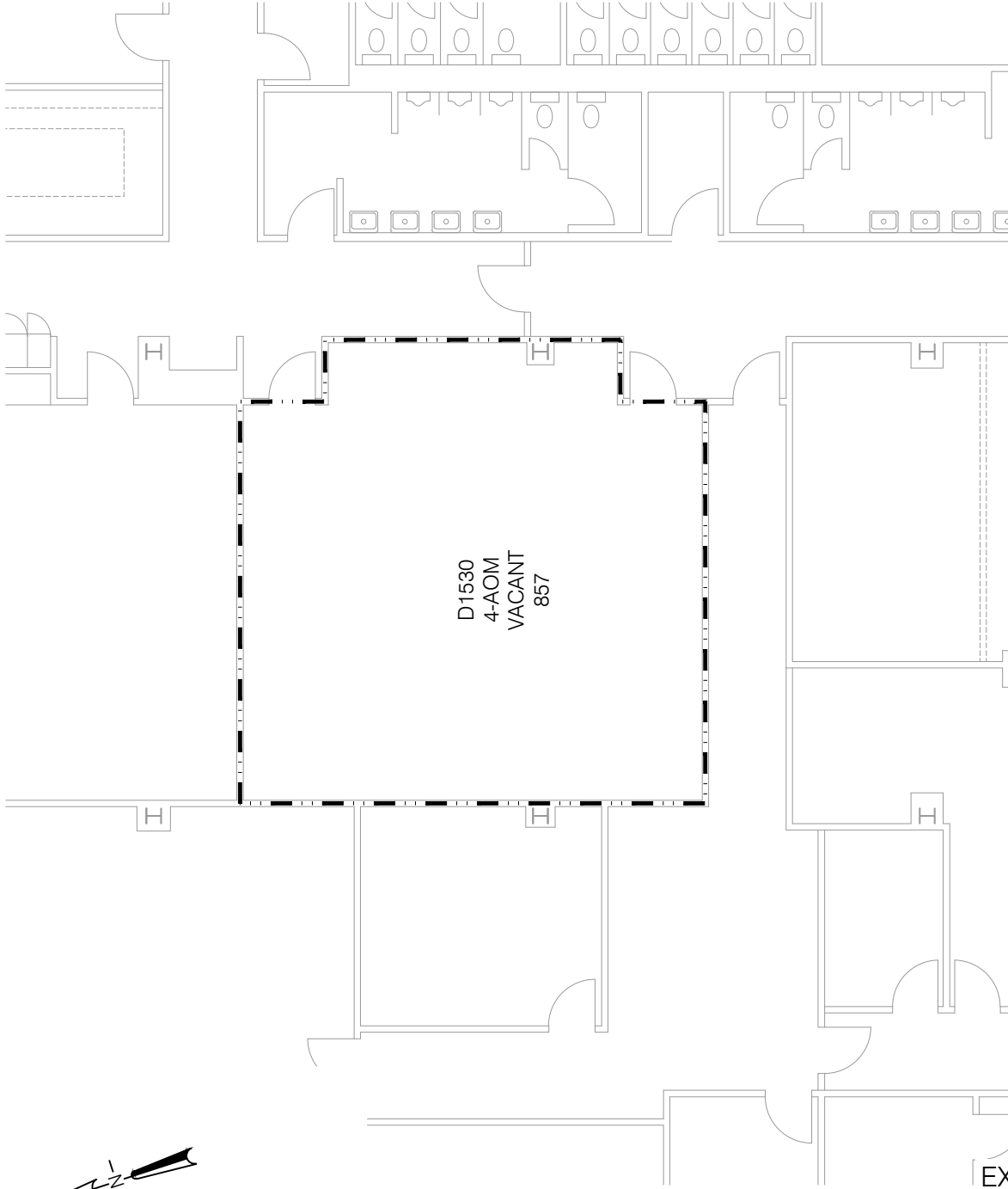
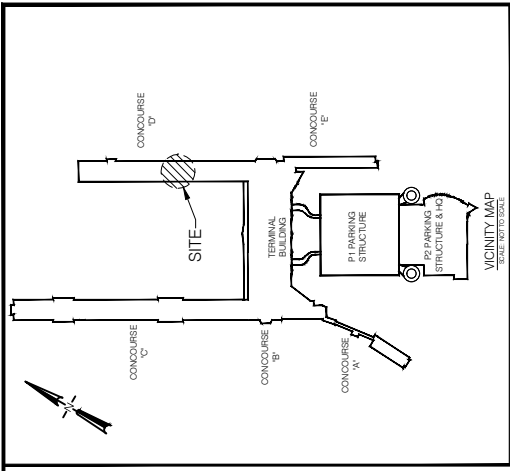
CONCOURSE D DEPLAINING
 SCALE: 3/16" = 1'-0"

EXHIBIT A
 PAGE 3 OF 5



CAN YOU SEE THE AIRPLANES? THE ADJACENT SAMPLES SHOW THREE DIFFERENT LEVELS OF SHADING SETTINGS FOR VIEWING AND PRINTING DRAWING CONTENT ARE OPTIMIZED WHEN ALL THREE PLANES ARE VISIBLE. THIS GUIDANCE IS PROVIDED FOR REFERENCE ONLY.

PORT OF PORTLAND PORTLAND, OREGON		DESIGNED BY L. VOGT		DRAWING NO. PDX 2016-XX		SHEET NO. 1/1		DESC. SHT. NO. A-1	
PORTLAND INTERNATIONAL AIRPORT		DRAWN BY L. VOGT		TYPE LP		SUBMITTED BY LEE VOGT LEASE PLAT ADMINISTRATOR		DRAWING SCALE IS REDUCED 50% WHEN SHEET SIZE IS 8.5" x 11"	
PORT OF PORTLAND PORTLAND, OREGON		CHECKED BY		DATE APR 2016		SCALE 3/16" = 1'-0"			
		2016ZGEN DESIGN NUMBER		1333 PROJECT NUMBER					
NO.	DATE	BY	REVISIONS	APPVD	CKD				
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EXHIBIT A
PAGE 4 OF 5

CONCOURSE D DEPLAINING
SCALE: 3/16" = 1'-0"

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A-1

RENTAL AREAS:

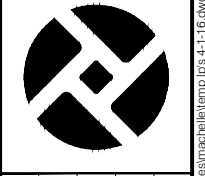
AOM 857 SQ. FT.
TOTAL 857 SQ. FT.



CAN YOU SEE THE AIRPLANES? THE ADJACENT SAMPLES SHOW THREE DIFFERENT LEVELS OF SHADING SETTINGS FOR VIEWING AND PRINTING DRAWING CONTENT ARE OPTIMIZED WHEN ALL THREE PLANES ARE VISIBLE. THIS GUIDANCE IS PROVIDED FOR REFERENCE ONLY.



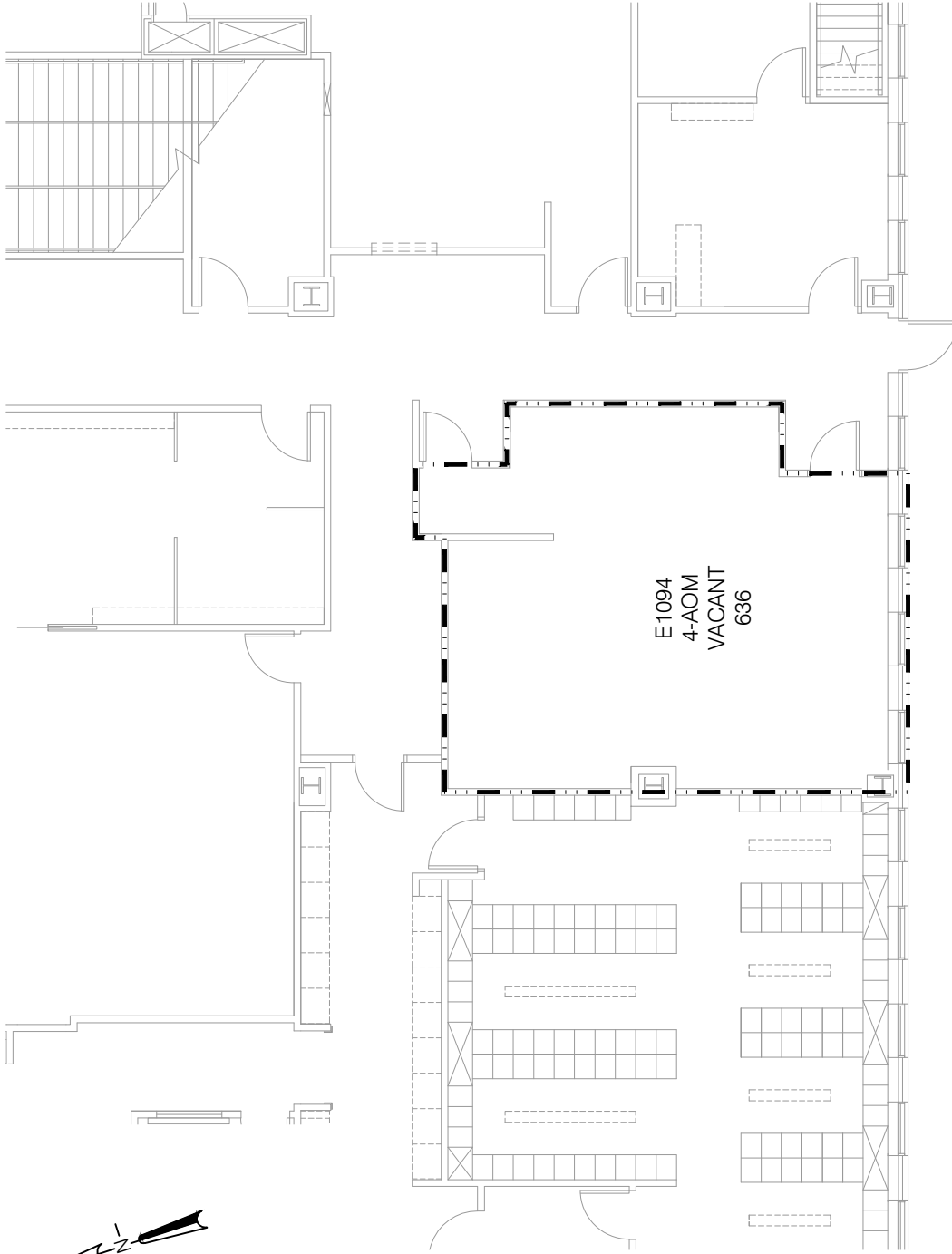
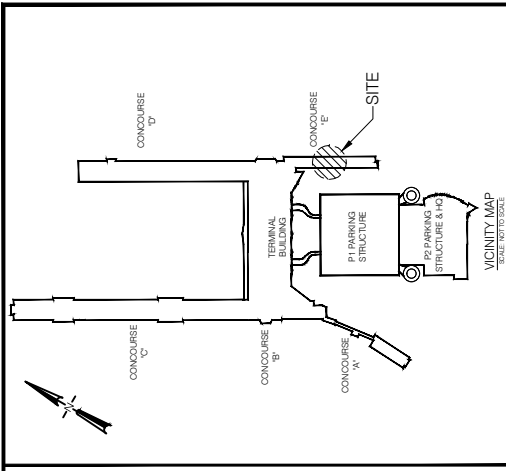
NO.	DATE	BY	REVISIONS	APPVD	CKD



PORT OF PORTLAND PORTLAND, OREGON	
2016ZGEN DESIGN NUMBER	1333 PROJECT NUMBER

DESIGNED BY	L. VOGT
DRAWN BY	L. VOGT
CHECKED BY	
DATE	APR 2016
SCALE	3/16" = 1'-0"

PORTLAND INTERNATIONAL AIRPORT			
TERMINAL BUILDING TEMPORARY LEASE PLAT			
SUBMITTED BY	LEAVE VOGT LEASE PLAT ADMINISTRATOR	DRAWING NO.	PDX 2016-XX
TYPE	LP	SHEET NO.	1/1
DBC. SHT. NO.	A-1	DRAWING SCALE IS REDUCED 50% WHEN SHEET SIZE IS 8.5" x 11".	



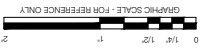
RENTAL AREAS:

AOM 636 SQ. FT.
TOTAL 636 SQ. FT.

EXHIBIT A
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CONCOURSE E DEPLANING
SCALE: 3/16" = 1'-0"

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NO.	DATE	BY	REVISIONS	APPVD	CKD

PORT OF PORTLAND
PORTLAND, OREGON



2016ZGEN
DESIGN NUMBER

1333
PROJECT NUMBER

DESIGNED BY: _____
DRAWN BY: L. VOGT
CHECKED BY: _____
DATE: APR 2016
SCALE: 3/16" = 1'-0"

SUBMITTED BY: LEE VOGT
LEASE PLAN ADMINISTRATOR

PORTLAND INTERNATIONAL AIRPORT

TERMINAL BUILDING
TEMPORARY LEASE PLAT

TYPE: LP
DRAWING NO: PDX 2016-XX
SHEET NO: 1/1
DESC. SHT. NO: A-1

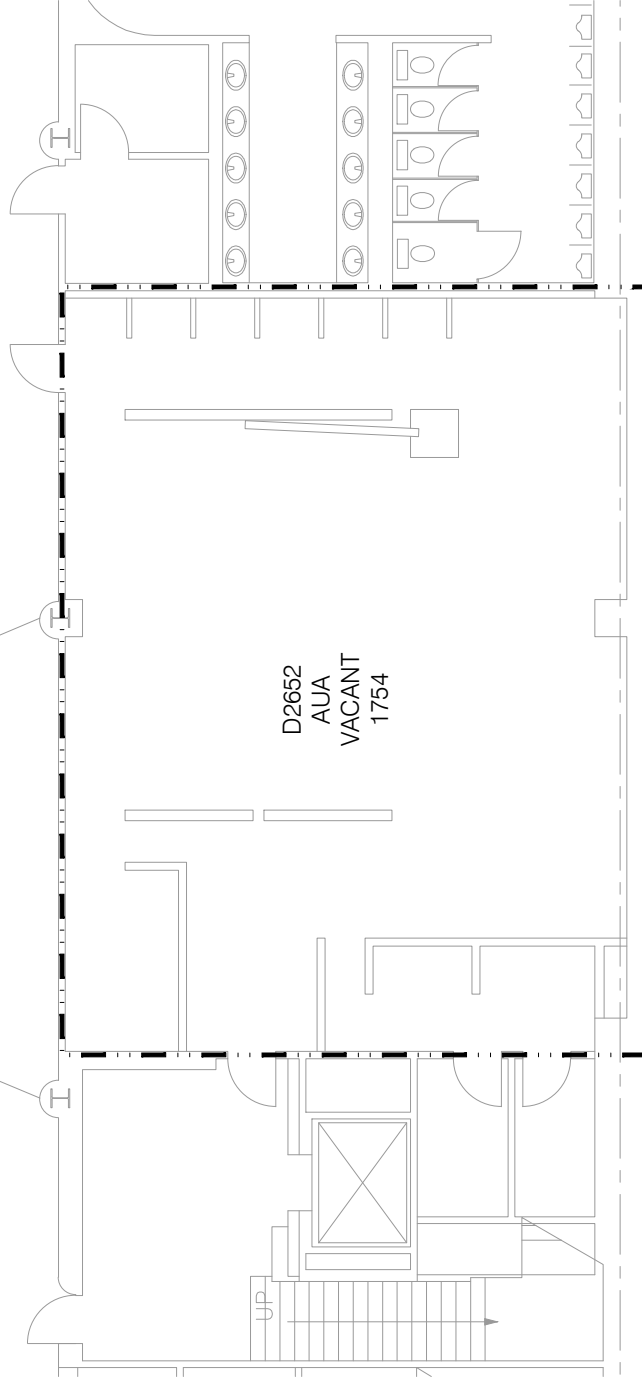
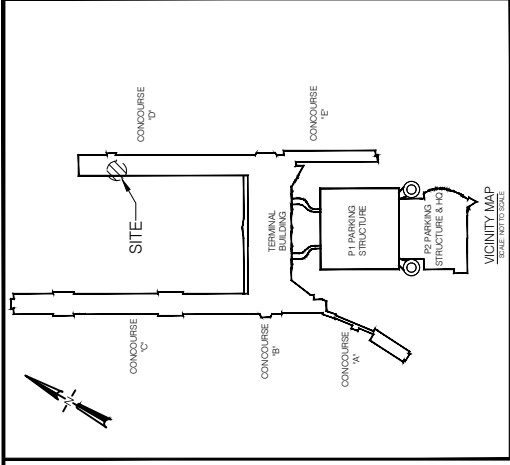


EXHIBIT B
PAGE 1 OF 1

RENTAL AREAS:

AOM 1754 SQ. FT.
TOTAL 1754 SQ. FT.

CONCOURSE D ENPLANING
SCALE: 1" = 6'-0"
1
A-1

PORT OF PORTLAND PORTLAND, OREGON		DESIGNED BY L. VOGT		PORTLAND INTERNATIONAL AIRPORT	
2016ZGEN DESIGN NUMBER		CHECKED BY		TERMINAL BUILDING TEMPORARY LEASE PLAT	
1333 PROJECT NUMBER		DATE APR 2016		SUBMITTED BY LEE VOGT LEASE PLAT ADMINISTRATOR	
		SCALE 1" = 6'-0"		TYPE LP	
				DRAWING NO. PDX 2016-XX	
				SHEET NO. 1/1	
				DESC. SHT. NO. A-1	

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EXHIBIT C TO PDX GUIDELINES

**PERMIT FOR USE OF TEMPORARY SPACE FOR SIGNATORY CARRIERS
PDX TERMINAL**

This SPACE RENTAL AGREEMENT ("Agreement") is between **THE PORT OF PORTLAND**, a port district of the State of Oregon ("Port"), with an address of 7200 NE Airport Way, Portland, OR 97218 and _____ ("Tenant") effective as of _____, 201____ ("Effective Date"), with an address of _____.

1. SPACE BEING RENTED

The Port agrees to allow temporary use of space (Rental Area) for the following: _____ in Portland International Airport ("PDX") terminal at the location shown on the attached Exhibit.

2. DURATION OF RENTAL PERIOD

This rental term will begin on _____, 201____ and will end on _____, 201____ ("Term").

3. RENTAL AMOUNT AND PAYMENT

The rental rates for temporary use follow the Rental Rates for Airline Supported Areas, Signatory Agreement: Month-to-Month, for Portland International Airport. The temporary use rate will be prorated for the requested time period and a one (1) day use will be at no charge. Tenant shall be invoiced by the Port and payment will be due within thirty (30) days.

4. CONDITION OF SPACE

At the commencement of this Agreement, Tenant accepts the Space in its present "As Is" condition without any liability or obligation on the part of the Port to make any alterations, improvement or repairs of any kind on or about said Space. Tenant has inspected the Space and Tenant accepts the Space in an "As Is" condition upon taking possession at the commencement of this Agreement.

5. ALTERATIONS/FIXTURES

Tenant agrees not to affix to the Space any fixtures or make any physical alterations, additions or improvement to the Space without the prior written consent of the Port.

6. DAMAGE OR LOSS

Tenant is responsible for the removal of trash, refuse and debris from the Space and for any damage to the Space caused by Tenant, and Tenant's officers, directors, agents, employees, invitees and/or contractors. Additional janitorial services will be billed to the tenant at the prevailing rate in effect for the Port janitorial services.

7. INDEMNIFICATION AND INSURANCE

The Tenant will be subject to all of the terms and conditions of the Signatory Agreement applicable to rental space including without limitations the obligations to indemnify the Port associated with Tenant's use of the space.

Tenant shall maintain commercial insurance, self-insurance, or a combination thereof as set forth in the Signatory Airline Agreement.

8. ASSIGNMENT; SUBLEASING

This Agreement is personal to Tenant. Therefore, no part of the Space, nor any interest in this Agreement, may be assigned, pledged, transferred, mortgaged, or subleased by Tenant, nor may a right of use of any portion of the Space be conveyed or conferred on any third party by Tenant by any other means, without the prior written consent of the Port, in the Port's sole discretion.

9. COMPLIANCE WITH LAWS, AIRPORT SECURITY

Tenant shall at all times, comply with all applicable federal, state, and local laws, rules, regulations and ordinances, including PDX Rules, and Port Ordinances as set forth in the Signatory Airlines Agreement.

IN WITNESS HEREOF, the parties have subscribed their names hereto effective as of the year and date first written above.

THE PORT OF PORTLAND

By: _____

By: _____

Print Name: _____

Print Name: _____

As Its: _____

As Its: Aviation Properties Manager

Date: _____

Date: _____