

SIDA Vehicle Decal Signatory Acknowledgment of Responsibilities & Duties



DOA Division, Department, or Tenant Name: _____

Tenant Address: _____

Secure Identification Display Area (SIDA) Vehicle Decal Signatories are individuals authorized and designated in writing by a Tenant to perform functions on their behalf regarding the SIDA Vehicle Decal Program. SIDA Vehicle Decal Signatories are required to possess and maintain a valid LAS badge in order to conduct SIDA Decal transactions.

Only authorized Signatories may request and receive a SIDA Vehicle Decal.

Signatories must be designated in writing to the SIDA Vehicle Decal Office prior to being able to conduct any SIDA Vehicle Decal transaction.

Tenants must notify the SIDA Decal Office in writing within 5 business days of any necessary Signatory changes or updates.

Signatory Responsibilities and Duties:

- When requesting a new SIDA Vehicle Decal, a Signatory MUST submit:
 - 1 - Appropriate SIDA Vehicle Decal Application (Plated, Non-Plated, or CCFD Privately Owned);
 - 2 - Either:
 - Proof of current registration (for Plated vehicles); or
 - Proof of valid ownership / possession (for Non-Plated vehicles); and
 - 3 - Current Certificate of Insurance (COI) that is in compliance with LAS insurance requirements.
- New Decal requests, Registration changes, and Insurance renewal updates must be submitted directly to the SIDA Decal Office's email address at: SIDAd decals@LASAirport.com. If email is not available to you, you must deliver your documents to the SIDA Decal Office in person.

*** ALL UPDATES MUST BE RECEIVED BY THE SIDA DECAL OFFICE PRIOR TO THE EXPIRATION DATE CURRENTLY ON FILE.** Failure to provide updates in a timely manner may result in the loss of SIDA Vehicle Decal privileges, revocation of a Decal, and/or Administrative fees.

- Signatories will ensure that SIDA Vehicle Decals are properly affixed and secured to the correct vehicle to which it is assigned. Decals SHALL NOT be taped to windshields of vehicles or to fenders or windscreens of golf carts or Utility Task Vehicles.
- Signatories will notify the SIDA Vehicle Decal Office immediately if insurance or registration is cancelled or becomes invalid for any reason.

Immediately report a lost or stolen SIDA Decal to the SIDA Vehicle Decal Office by calling:

(702) 261-DCAL (3225)

If you are unable to reach anyone at the Decal Office, report the incident to the Control Center:

(702) 261-5125

- Signatories must return a vehicle's SIDA decal prior to broken windshields being replaced, when a vehicle is removed from service, or when a vehicle will be off the Airport for an extended period of time due to extensive maintenance or repair.

NOTE: The most common cause of a lost SIDA Vehicle Decal occurs from replacing a broken windshield without removing the decal.

- Signatories must comply with all SIDA Vehicle Decal operating directives and manuals as set forth by the Clark County Department of Aviation.

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NOTE: A minimum of two Signatories are required.

By Signing Below as a SIDA Vehicle Decal Signatory at LAS, I Hereby Acknowledge That I Have Read, Understand, and Will Abide By All Responsibilities and Duties, As Set Forth Above:

PRIMARY SIGNATORY (REQUIRED)

_____	_____	_____
(Name: Last, First)	(LAS Badge Number)	(Primary Phone #)
_____		_____
(Email Address)		(Alternate Phone #)
_____		_____
(Signature)		(Date: MM/DD/YY)

ADDITIONAL SIGNATORY #1 (REQUIRED)

_____	_____	_____
(Name: Last, First)	(LAS Badge Number)	(Primary Phone #)
_____		_____
(Email Address)		(Alternate Phone #)
_____		_____
(Signature)		(Date: MM/DD/YY)

ADDITIONAL SIGNATORY #2 (OPTIONAL)

_____	_____	_____
(Name: Last, First)	(LAS Badge Number)	(Primary Phone #)
_____		_____
(Email Address)		(Alternate Phone #)
_____		_____
(Signature)		(Date: MM/DD/YY)