



**Sacramento County Airport System**  
**Non-Commercial Demonstration Permits**  
**October 31, 2012**

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**A. General Conditions**

1. The permit process set forth herein applies to permits sought for non-commercial demonstration or solicitation by individual persons and groups. In no case may the permits issued in accordance with this process be issued to or used by for-profit, commercial vendors. All for-profit commercial vendors as well as any party seeking more than temporary, non-exclusive use of Sacramento International Airport (herein after "SMF"), Executive Airport (herein after "SAC"), or Mather Airport (herein after "MHR"), for the purpose of demonstration or solicitation as defined herein must comply with Sacramento County and Sacramento County Airport System (herein after "SCAS") policies and procedures governing use of commercial space at Sacramento County Airport facilities. Further, in no case may a permit be issued to permit an individual person or group to solicit for personal information or immediate receipt of funds, which conduct is expressly prohibited.
2. Given the nature of operating an international airport, it is impossible for SCAS to anticipate every eventuality. Certain circumstances, such as, but not limited to, changes to the national security system or an elevation in the national threat level, may require SCAS to suspend, amend, revoke or otherwise modify the procedures set forth herein in order to preserve public safety, security or meet other operational needs.
3. Definitions:
  - i. "Director" means the Director of the Sacramento County Airport System, or his or her designee.
  - ii. "Demonstration" means the public exhibition by a person or group of persons related to any subject matter by speechmaking, marching, patrolling, assembling, picketing, parading, display of signs and placards, distribution of pamphlets, handouts, literature or any other verbal or non-verbal communication of a similar nature.
  - iii. "Solicitation" means any request for donation of money, property or anything of value, or a request for a pledge of any such donation at a future time, or the selling or offering for sale of any property upon the representation, express or implied, that the proceeds of such exchange will be used for a charitable purpose.
  - iv. "Designated Demonstration Area" means one of the locations designated by these regulations as allowable for activities covered by a Noncommercial Demonstration Permit.

## **B. Noncommercial Demonstration Permit**

1. No individual or group shall engage in any act of Demonstration or Solicitation at a Sacramento County airport without first obtaining a valid Noncommercial Demonstration Permit from the Director of Airports (or his or her designee).
2. A Noncommercial Demonstration Permit shall be issued upon submission of a written request upon the following conditions:
  - i. Application for a Noncommercial Demonstration Permit must be made at least three (3) business days and not more than three (3) weeks in advance of the date upon which the proposed Demonstration or Solicitation will commence.
  - ii. The application must set forth:
    - a. The date(s) and time(s) of the proposed activity;
    - b. The full name, mailing address and telephone number of the person or organization sponsoring or conducting the proposed activity;
    - c. The full name, mailing address and telephone number of the individual responsible for supervising the proposed activity;
    - d. A description of the proposed Demonstration or Solicitation activity (including the manner and subject of communication to be involved) sufficient for SCAS operational staff and law enforcement to address any operational or security accommodations that may be necessary;
    - e. The number of individuals who will participate in the proposed activity at any given time;
    - f. The preferred Designated Demonstration Area;
    - g. If activity is to include Solicitation, one of the following shall be attached to the declaration:
      1. Federal Tax Exempt Status Form pursuant to United States Internal Revenue Code Section 501(c)(3); or
      2. State of California Tax Exempt Status Form pursuant to California Revenue and Taxation Code Section 23701; or
      3. Affidavit of non-profit, non-commercial purpose on form provided by SCAS; or
      4. Other appropriate documentation of non-profit, non-commercial purpose of solicitation.
3. One person at each demonstration site shall have a copy of the Non-Commercial Demonstration Permit issued by SCAS that clearly indicates the dates and Designated Demonstration Area for which it is valid. One person at each site who is engaged in Demonstration or Solicitation activities must produce the permit upon request of SCAS personnel or law enforcement agents to confirm that the individual or group engaged in Demonstration or Solicitation is permitted to do so.
4. Subject to the limitations set forth in these regulations, all applications for Noncommercial Demonstration Permits shall be granted by the Director. If a permit is denied, the Director shall issue a timely written explanation setting forth the grounds for denial.

### **C. Limitations on Use and Issuance of Noncommercial Demonstration Permits**

1. Certain dates and times have historically proven to result in overcrowding of SMF such that issuance of Noncommercial Demonstration Permits on those dates would pose a threat to public safety, security, and airport operational needs. Consequently, no Noncommercial Demonstration Permits for SMF shall be issued for activity on the following dates and times: The Monday before the Thanksgiving Holiday until the Tuesday following the holiday and from December 21 until January 2 due to the Christmas and New Year's Holiday.
2. In response to notices of elevated security conditions by the Transportation Security Administration (TSA) or other Federal agencies, SCAS may temporarily alter, rescind or deny Noncommercial Demonstration Permits.
3. Permitted activity must be limited to the Designated Demonstration Area set forth on the applicable permit. Current building codes for curb capacities and design requirements for circulation of pedestrian traffic limit the number of people who may engage in Demonstration or Solicitation in any given area. The Designated Demonstration Areas and corresponding participant limits at SMF, SAC and MHR are depicted on the diagrams attached to these regulations and described as follows:
  - a. The designated demonstration areas at SMF are:
    - i. "Terminal Curbside" consists of the full length of the curbside areas outside the ticketing and baggage claim areas of Terminals A and B. The total number of individuals engaged in permitted activity at any given time shall be limited to seven (7) at Terminal A (three under the pedestrian bridge and four on the far east; sixteen (16) at Terminal B (four on each curb; upper level west, upper level east, lower level west and lower level east); three (3) near the bollards at the Hourly B parking lot adjacent to Terminal B; three (3) at the elevator corridor in the Hourly B parking lot adjacent to Terminal B; two (2) on the south patio of Terminal B; and five (5) at the Inter-Terminal Curbside.
    - ii. "Inter-Terminal Curbside" consists of the full length of the common curbside quad area between Terminal Buildings A and B adjacent to the Ground Transportation curb on the far west end of TA.
    - iii. No permit shall be granted for Demonstration or Solicitation in any other area of SMF.
  - b. The designated demonstration areas and participant limits at SAC are:
    - i. Limit of two (2) individuals at any one gate where vehicles drive on to the airfield.
    - ii. Limit of twenty-five (25) individuals in front of the main terminal building and immediately across the main drive lane.
    - iii. Limit of four (4) individuals at any other building or tenant space.
  - c. The designated demonstration areas and participant limits at MHR are:
    - i. Limit of two (2) individuals at any one gate where vehicles drive on to the airfield.
    - ii. Limit of twenty-five (25) individuals on the sidewalks in front of the General Aviation Terminal building and across the street
    - iii. Limit of twenty (20) individuals on the sidewalk outside at Mather Aviation
    - iv. Limit of four (4) individuals at any other building or tenant space.

4. The following conduct shall constitute a violation of the Noncommercial Demonstration Permit:
  - a. Demonstration or Solicitation outside the Designated Demonstration Area specified on the applicable permit;
  - b. Obstruction, delay or interference with the free movement of any other person without that person's consent;
  - c. Coercion or physical disturbance of any other person;
  - d. Solicitation for personal information or immediate receipt of funds,
  - e. Hampering or impeding the conduct of any other authorized business/activity at the airport.
  - f. Obstruction of any terminal doorway;
  - g. Rolling or motor vehicle cruising associated with the permitted activity;
  - h. Approaching any person entering or exiting a curbside vehicle;
  - i. Continuing activity associated with Demonstration or Solicitation while entering the Terminal buildings (entrance for personal use of restrooms and concessions shall be allowed);
  - j. Excessive noise volume of activity that interferes with Airport operations (e.g. announcements);
  - k. Any use of noise amplification devices including but not limited to recordings, bullhorns, megaphones;
  - l. Erection of tables, chairs, booths or any similar furnishings;
  - m. Leaving any items unattended including but not limited to signage, water, bags, boxes, written materials or any other property;
  - n. Violation of any applicable ordinance, law or regulation including the guidelines stated herein.
5. The following limitations shall apply to all signs, placards, pamphlets and other displays and written materials presented in connection with permitted activity:
  - a. Signs must not exceed 2 ft. by 3 ft. in size;
  - b. No staff, stick or pole may be used to display signs;
  - c. No sign, placard, pamphlet, or other display or written materials may include advertising or soliciting
  - d. It is the responsibility of the permittee to ensure that any materials discarded or rejected within the Designated Demonstration Area are immediately retrieved and, if necessary, discarded by the permittee.
  - e. No obscene material may be displayed or presented in any manner.
6. A person shall not falsely or fraudulently represent that he or she is a member of any organization other than the one that is stated in the permit application.
7. When issued a permit, Airport Operations will notify demonstrator / picket of any requirement(s) to safely accommodate the proposed activity.
8. As a condition of the issuance of the permit, the permittee warrants that he or she will indemnify and hold harmless SCAS from any and all claims, demands, suits, actions or proceedings of any kind or nature, including workers compensation claims, or by anyone in any way resulting from any act or omission of the permittee or such officers, agents or employees of the permittee.
9. Permittee must use public parking; no special parking privileges shall be granted.
10. No Non-Commercial Demonstration Permit may be issued to permit an individual person or group to solicit for personal information or immediate receipt of funds.

**D. Amendment, Suspension and Revocation of Permits**

1. The Director retains full authority to suspend, amend, or revoke any Noncommercial Demonstration Permit in the event of exigent circumstances as necessary to preserve public safety, security or meet other operational needs. The duration of such modification shall be limited to the time necessary to address the circumstances requiring it.
2. Violations of the guidelines stated herein shall be grounds for revocation of the violator's Noncommercial Demonstration Permit. Documentation of 3 or more violations in a period of 10 days either by the same individual or by individuals operating under the same association shall be immediately revoked. Written notice of revocation including the grounds for revocation shall be timely provided by SCAS. No individual or organization may be granted a Noncommercial Demonstration Permit within 6 months of having a permit revoked for violation of these regulations.