

This guide describes the parking services available at the Suncor Aviation Centre.

Eligibility

- Parking at the Suncor Aviation Centre (SAC) is available to Suncor employees and embedded contractors who require parking for five days or less and do not participate in a fly-in/fly-out (FIFO) program.
- Parking is available at the Executive Flight Centre lot for employees and contractors who receive a travel allowance, require parking for more than five days, or participate in a fly-in/fly-out program.

Parking and passes

- Vehicles parked at the Suncor Aviation Centre must display a valid Suncor parking pass.
- Eligible travellers can request a pass from:
 - Oil Sands – OSIS Business Support
 - Major Projects – Kathy Turner
 - Other – Facilities Helpdesk
- For travellers with a Suncor parking pass, space is available on a first-come, first-serve basis. A parking pass does not guarantee a space and stalls are not assigned.
- Travellers with *yellow* parking passes can park in stalls marked Suncor Employee Parking. SAC employees with *orange* “S” or *blue* parking passes may park in the Suncor Reserved stalls next to the terminal building (see map on next page).
- Once all Suncor stalls are filled, parking is available in the Executive Flight Centre lot.

Enforcement

- Parking in the Suncor stalls will be strictly enforced.
- Vehicles without a pass or exceeding short-term use may be ticketed or towed at the owner’s expense.
- Suncor travellers are prohibited from parking in stalls assigned to other tenants and are subject to enforcement.

Be sure to allow enough time to travel to the terminal and check in for your flight.

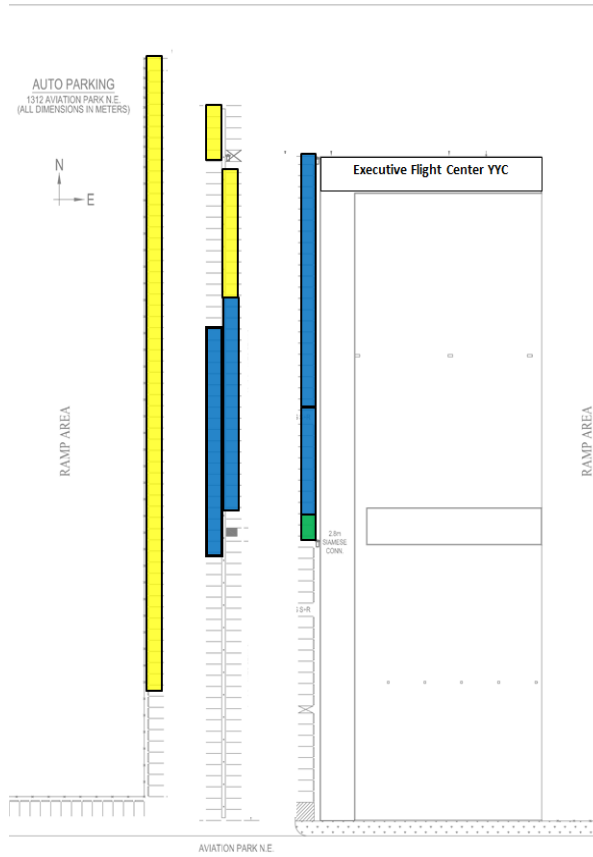
Location



Executive Flight Centre parking

- Executive Flight Centre operates a 250-stall pay lot near the Suncor Aviation Centre.
- Prices are set by Executive Flight Centre. Current prices are as follow:
 - \$10 / day
 - \$60 / week
 - \$180 / month
- Travellers pay upon exiting the lot.
- A shuttle will transport travellers and their luggage between the terminal and the lot every 5-10 minutes, as required.

Parking Map



Suncor Employee Parking (Yellow Pass)



Aviation Centre Staff Parking (S Pass)



Aviation Centre Visitor Parking (V Pass)



Frequently asked questions

Why distinguish between short-term and long-term parking?

More employees have access to parking when it's limited to short-term use. Please consider finding alternate forms of transportation or park in the Executive Flight Centre lot if you require parking for more than five days.

Can I park in the SAC Staff parking area?

Only SAC employees with an orange "S" or blue pass can park in the reserved area immediately next to the building.

Can I lend my pass to another traveller?

All travellers who are eligible to park at the Suncor Aviation Centre should have their own passes. The passes are registered to the users.

Do I return my parking pass after my trip?

The pass is issued to eligible travellers permanently to keep for all future travel from Suncor Aviation Centre. If you become a FIFO traveller you are no longer eligible to use the parking pass and it must be returned to your business unit representative listed above.

What if I forget or lose my pass?

If you forget your pass, please park in the Executive Flight Centre lot. If you lose your pass, contact facilitieshelpdesk@suncor.com for a replacement.

Does the Executive Flight Centre lot have plug-ins?

The parking lot does not have power. The shuttle bus driver will be able to offer a boost to cars if required.

I'm eligible to park in the Suncor Aviation Centre lot. Will I be compensated if I have to park in the Executive Flight Centre lot?

Employees and independent contractors are generally reimbursed for taxi or parking charges associated with business travel. Please check with your leader in advance.



Contact

If you have questions about parking at Suncor Aviation Centre, contact facilitieshelpdesk@suncor.com

I have comments or concerns about the Executive Flight Centre lot. Who do I speak with?

As this is an independently owned lot, please address comments or concerns about parking lot operations with the Executive Flight Centre.

Can I access rental cars at Suncor Aviation Centre?

Arrangements have been made with Avis to make rental cars available for pick up at the Suncor Aviation Centre. Please make your reservation in advance to ensure availability.
