

City of Salem  
Airport Courtesy Car Policy

Overnight Use of the Courtesy Car

For fly-in visitors staying overnight in the Salem area, use of the courtesy car during overnight hours can be arranged with the Salem Police Department; such arrangements must be made by noon the day of use. The following restrictions apply:

- Copies of the user's driver's license, insurance, and signed *Use of Courtesy Car* form must be submitted to the Salem Police Department by noon on the day of use.
- Keys to the car will be secured and the Salem Police Department will provide the pilot with the means of accessing the keys on arrival.

Additional

Car must be topped off with fuel upon returning.

**Responsibility for moving violations, etc.** Users are solely responsible for any legal action which may stem from their use of the courtesy car, including tickets, law suits, or repair costs.

In cases where the courtesy car is returned damaged, the airport manager, with the assistance of the Salem Police Department, will be responsible for filing a claim and arranging for repairing damage.