

# County of Santa Clara

Roads & Airports Department

Airports Division  
Reid-Hillview & San Martin Airports  
2500 Cunningham Avenue  
San Jose, California 95148  
(408) 918-7700  
[www.countyairports.org](http://www.countyairports.org)



## Gate Access Card-Key Request

To obtain a card-key for access to the airport, please complete this form.

- Only two cards are provided free of charge for each account.
- Additional cards are charged at the current rate for High-Security Key as listed in our [Schedule of Fees and Charges](#).
- Only one card may be issued per person.
- If the card requester is not listed on the signed license agreement, then the licensee must sign this form before submission.
- Bring the form by the Reid-Hillview Airport operations office, mail it to the address listed above, or email the information to [KeyCard@countyairports.org](mailto:KeyCard@countyairports.org)
- A color copy of your valid driver's license is required.
- It may take up to 48 hours to have the card ready.

*Please print clearly*

- Mail key to address provided below.
- Schedule a pickup. We will contact you via email.

\_\_\_\_\_  
Account Number      Licensee Name      Licensee Signature

\_\_\_\_\_  
First Name      Middle Initial      Last Name

\_\_\_\_\_  
Telephone Number      E-mail Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City      State      Zip Code

\_\_\_\_\_  
Drivers License State & Number      expiration      Card Holders Signature

### Staff Use Only

**Date and Initial**

\_\_\_\_\_  
Key ID      Access Sys Updated      Tenant DB Updated      Receipt No.