GROUND TRANSPORT CARD APPLICATION - BUS

PORT HEDLAND INTERNATIONAL AIRPORT

Details

Company:

ABN:

Address:

Postal Address:

Primary Contact: Phone:

Mobile: Email:

Bus Details

Bus Number	Bus Make	Bus Model	Bus Registration	Number of Seats	GT Card Number (Office Use Only)

On behalf of all registered drivers, I hereby agree to abide by the Ground Transport Card Conditions of Use, as attached.

Name: Position:

Signature: Application date:

Email form to – enquiries@phia.com.au or return to the Airport Operations Office at Port Hedland International Airport, Monday – Friday 7.00am-3.30pm

GROUND TRANSPORT CARD APPLICATION - BUS

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Office use only:

Approved by:	Account no:	
GT Card activation:	Issued date:	Receipt no:
Customer no:	Debtor no:	Amount Paid:

GROUND TRANSPORT CARD
CONDITIONS OF USE - BUSES

PORT HEDLAND INTERNATIONAL AIRPORT

1. CONDITIONS OF USE

The following document outlines the operation of the car park, and the conditions of use at Port Hedland International Airport for registered bus operators;

- The Ground Transport Card (Card) enables users to utilise assigned parking areas at Port Hedland International Airport (PHIA). Upon completion and authorisation of the application form, a Card will be assigned to the registration of the vehicle on the application form. This Card will enable the user access to the Bus and Taxi/Rideshare car park only. All drivers must adhere to only parking in marked bus pick up zone and staging areas only.

- For lost or stolen Cards, a $50.00 (incl. GST) fee will be payable. You must contact PHIA on 08 9160 0500 to have the original lost or stolen card suspended. If a card is lost or stolen the card holder will be liable for any incurred charges at standard tariffs until the card is suspended.

- An additional administration fee of $35.00 (incl. GST) will apply each time an investigation or requested account or card related query is conducted on behalf of the card holder or for misuse of the card or sticker.

Standard airport tariffs are outlined below:

Buses 1-9 Seats	$5.00
Buses 10-15 Seats	$6.00
Buses 16-20 Seats	$9.00
Buses 21-25 Seats	$11.50
Buses 26-30 Seats	$14.00
Buses 31-35 Seats	$16.50
Buses 36-49 Seats	$19.00
Buses 50+ Seats	$26.00

- If Card is no longer required, please return to the Airport Operations Office.
- Each Card remains the property of the PHIA.
- Account holders are responsible for the management of their own use of the Card.
- PHIA's payments terms are 30 days. Non-payment after this period will result in the account being blocked and all access to the car park revoked.
- Each Card will have an anti-pass back function activated to prevent misuse. This means you cannot hand the Card back to another car to swipe in; you can only swipe in and then you must swipe out.
- Any breaches of the Airport Parking Area Conditions of Entry will incur an infringement and possible revocation of the Card. Tailgating is monitored and if proven the Card will be revoked.
- It is an offence to bring or consume alcohol at Port Hedland International Airport except in the areas within the terminal building licensed under the *Liquor Control Act 1988.* Any person found consuming alcohol, supplying alcohol for consumption by them or others, or supply on behalf of another person within the airport boundary will face immediate removal from the airport and be reported to Police and Department of Transport.
- Port Hedland International Airport will be entitled to recover the cost of repairing or replacing any damage to the Carpark or Carpark control equipment caused in any way by your vehicle. It is therefore a requirement that all vehicles using Port Hedland International Airport have current and adequate insurance.
- The fees stated in this document are correct as of 1 July 2026. Port Hedland International Airport reserves the rights to review and change fees and charges without notice.
- Card applications are processed Monday – Friday between 7.00am - 3.30pm, at the Airport Operations Office located adjacent to the Airport Terminal. An account is required for the issuance of a Ground Transport Card, please contact the Airport Operations Office on 08 9160 0500 to set up your account.

GROUND TRANSPORT CARD
CONDITIONS OF USE - BUSES

PORT HEDLAND INTERNATIONAL AIRPORT

- **12-seater and undersized buses are authorised to utilise the drop-off zone located at the front of the terminal for delivering customers to the Airport only, not to collect customers or prebooked transfers.**

2. PREVENTING DAMAGE TO YOUR CARD

a. Do not leave your card in your vehicle as excessive heat will warp the card.
b. Do not cut or bend your card.

3. AIRPORT MAP

