

# Los Angeles World Airports Media Guide

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## Contacting LAX PR

The **LAX Public Relations staff is available to assist reporters 365 days a year**, with resources available for emergencies or breaking news 24 hours a day.

### Business Hours

**(Monday - Friday 9 a.m. to 5 p.m.)** Please contact the main Public Relations number at **424-646-5260**

### After Hours / Emergencies

Please contact the on-duty public information officer by calling **424-646-5430**.\*

**\*Please note that this line is reserved for breaking news or emergencies only.**

Routine media requests should be directed to the main office during normal business hours.

**\*Please do not distribute this number to members of the public.** In the event of an ongoing airport emergency, please leave a detailed message and your call will be returned in the order received as soon as possible.

## Follow LAX

LAX provides frequently updated information about airport operations and projects on its website, **FlyLAX.com**.

LAX is very active on social media. During a breaking news situation, **Twitter (@FlyLAXairport)** is the airport's default platform for official, updated information as it becomes available.

Real-time parking and traffic information at LAX is available by following **@FlyLAXstats** on Twitter.

Updated information about the airport's modernization program, including fact sheets, videos and construction photos, is available at **FlyLAX.com/ConnectingLAX**

## Rules & Regulations

**Journalists are welcome to conduct reporting, filming or photography within public areas of the airport** as long as they do not disrupt passenger flow or otherwise impede airport operations, tenants or passengers.

- Vehicle and pedestrian traffic may not be altered.
- Intermittent traffic control is not allowed.
- Lights, reflectors or other equipment must be handheld or on a tripod that does not impede the normal flow of pedestrians or other airport operations.
- Power cables may not be placed along the ground.
- Tripods cannot be placed within a roadway or block doors, escalators or other conveyances.
- Canopies or other tent covers are not allowed

**Any access to the sterile area or other non-public areas of the airport must be requested** through the LAX Public Relations office by calling 424-646-5260 during business hours.

**Advance notice of at least 24 hours is required for most special requests** to be considered. Special requests are considered on a case-by-case basis based on overall impact to the airport and staff resources.

**All journalists must follow the instructions of Los Angeles Airport Police, Los Angeles Fire Department or LAX Operations at all times.**

**Filming within the gate areas, concessions or other leased spaces is not allowed without the permission** of the leaseholders. TSA Public Affairs must approve any filming of the TSA checkpoints in advance. U.S. Customs and Border Protection must approve any filming within customs areas in advance.

## Parking At LAX

**LAX is in a period of significant construction, which has reduced curbside access.** While the airport recognizes the need for additional designated media parking, designated press parking is currently limited by ongoing construction to protect the safety of reporters and maintain airport operations, and is subject to change.

**All media vehicles parking at designated press parking locations are required to display a current LAX parking permit.** These permits are available by application to LAX Public Relations by contacting us during regular business hours.

**The following locations are currently reserved for media permit parking:**

1. **Upper/Departures Level curbside between Terminal 3 and Tom Bradley International Terminal\***
2. **Upper/Departures Level curbside east of Terminal 7/8\***
3. **LAX-it pick-up lot, north side on raised concrete area\*** (Enter the LAX-it lot on the west side using Sky Way. Use the bus entrance to enter the lot and pull onto the raised concrete area on the right side before you enter the row of buses).

\* Vehicles may be left unattended. Drivers **MUST** call Airport Police Watch Commander at (424) 646-6100 AND **MUST** leave cell phone numbers in plain view next to the permits.

4. **All media vehicles may park in Central Terminal Area Parking Structure 1 for free up to eight (8) hours with validation** from the security desk in the lobby of the Los Angeles World Airports Administration Building at: **One World Way (Monday - Friday 6 a.m. to 9 p.m.)**

**Validation is currently unavailable in parking structures 2b, 3, 4 and 7** because of recent automation related to construction activities. If your parking ticket is not validated, you must pay for parking.

**Please note that law enforcement or fire officials may ask media at any time to yield a designated media parking area** temporarily for emergency response use. Media vehicles may not park in curbside zones or parking slots designated by signage for public ground transportation services, for vehicles displaying Americans With Disabilities Act (i.e., wheelchair) placards and license plates, nor adjacent to fire hydrants or in front of any terminal entrance/exit doors.