

FlyAway Employee Pass Program Guidelines & Rules

Under the FlyAway Employee Pass Program, Los Angeles World Airports (LAWA) offers a monthly pass for purchase at \$120 a month for employees that would like to commute using the FlyAway service. Employees requesting to purchase an employee pass must have a valid LAX badge, complete and submit an employee pass application online, then purchase an Employee Pass via the FlyAway app.

In addition, employees participating in the FlyAway Employee Pass Program are to follow the guidelines and rules of riding the FlyAway.

- Priority Boarding – employees are **not** entitled to priority boarding. The FlyAway operates as a “first come, first serve” basis. There is no privilege that an employee pass holder receive priority boarding.
- Pass Sharing – employees are **not** allowed to share, copy, or distribute their employee pass to anyone under any circumstances. If an employee pass is found to be used by any other person other than the authorized personnel, the employee(s) shall be subject to removal of the FlyAway Employee Pass Program.
- Badge Identification – employees are **required** to show their badge with their employee pass at every boarding. Failure to have either the pass or a badge may result in an employee purchasing a full fare ticket of \$12.75 each way they need to travel.
- Pass Expiration and Reenrollment – Employee passes expire one year from the date of enrollment. After expiration, employees **must reapply** to continue participating in the employee pass program.