

FLIGHT ATTENDANT COMMUTER FORM

In accordance with Section 25 of the Spirit FA Collective Bargaining Agreement, any Flight Attendant wishing to participate in the Company’s Commuter Program must register their official airport for the purpose of commuting.

In an effort to automate the commuter policy tracking we are requesting that all Spirit Flight Attendants who identify as a “commuter” complete the attached Flight Attendant Commuter Registration Form and either submit to your Inflight Base Supervisor or email to inflightsubmission@spirit.com. Since the tracking will be uploaded in a new system, we kindly request (require) all commuters to send in a registration form (even if you have done so in the past).

Please note the following criteria must be met in order to be considered as a commuter:

- Flight Attendants must be off of probation in order to register as a commuter
- Registered commuting cities can only be changed up to two (2) times in a rolling 12-month period
- The airport(s) with which the commuter policy can be used for must be within 100 miles of your registered commuter city (verified by the address listed in ESS).
- Flight Attendants may only invoke the commuter policy up to two (2) times in a rolling 12-month period

Once your submission has been reviewed, you will be contacted by your Inflight Base Supervisor on the status of the request. Commuters will be added to the system by the 20th of each month. Specific instructions on listing and verification of check-in can be found in Section 25 of the Spirit/AFA Collective Bargaining Agreement.

Please note the following examples of utilization of the commuter policy:

Example of Correct CCD Procedure	Example of Incorrect CCD Procedure
<ol style="list-style-type: none"> 1. FA’s address details in ESS are listed as in ATL. 2. FA registers as a commuter from ATL. 3. FA lists on 2 available flights 24 hours in advance. 4. FA unable to get on either of the flights they listed on. 5. FA notifies crew scheduling 4 hours before show time that they wish to use their commuter clause. 6. FA provides evidence to base supervisor within 5 days that they checked in at the gate and attempted to get on their listed 2 flights. 	<ol style="list-style-type: none"> 1. FA’s address details in ESS are listed as in ATL. 2. FA registers as a commuter from ATL. 3. FA lists on 2 available flights 24 hours in advance from MCO. 4. FA is automatically unable to utilize their commuter clause as they are commuting from a city outside the 100 mile radius of their registered city in ESS.