

December 15, 2015

RE: Oakland International Airport, 2016 Ground Transportation Limousine Application Package

To Whom It May Concern:

Thank you for your interest in providing ground transportation services at Oakland International Airport (OAK). When submitting your application package, please ensure that copies of all requested documents are attached to the application. **Ground Transportation cannot make copies of documents.** Please allow ten (10) business days for your application to be processed. **Incomplete applications will not be processed.**

New and Renewal Applicants

All companies must submit an application package with the required documents and the non-refundable application fee. For companies that are currently operating, please complete the Renewal Application in the attached package and submit the required documents with your application package. Renewal applicants are not required to complete a New Application package. Applications are available online and can be completed and printed out by going to http://oaklandairport.com/landside_operations.shtml. The applications must be approved by Landside Ground Transportation staff or your company will not be authorized to operate at OAK. Companies with outstanding fees will not be permitted.

Application Submittal

Appointments are required to meet with Landside Ground Transportation Staff. Office hours are 9:00 a.m. to 4:00 p.m. Monday through Friday. Please schedule an appointment by calling (510) 563-2897 if you need assistance with the completion of your application package.

No Appointment is necessary to drop off completed application packages. Application packages can be dropped off 24/7 in the drop box located at the Modular Trailer M-163, One Airport Drive, or applications can be mailed to Ground Transportation, One Airport Drive, Box 45, Oakland, CA 94621. **Please include the Non-refundable application fee with the application package. Incomplete applications will not be processed.** Once the application review process is complete, you will be contacted by Ground Transportation staff to pick up your permits or given an appointment to have your vehicle(s) inspected by Ground Transportation staff. **All payments must be made with a cashier check, business check, or money order payable to the Port of Oakland.**

Automated Vehicle Identification (AVI) Transponder Requirements

AVI transponders shall be installed on all vehicles that operate at Oakland International Airport. Per Airport Rules and Regulations, Port Ordinance 4255, Section 8.1. GT Permitting:

e) Transponder Fee. The Qualified Operator shall pay a non-refundable \$50 fee, or such other amount as may be established by the Board from time to time by duly adopted ordinance, for each Vehicle to be permitted under the Airport Permit for the issuance and use of a Transponder for each permitted Vehicle. This fee shall only be returned if the Airport Permit applied for is not issued.

Insurance Requirements

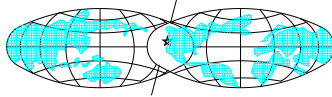
Insurance requirements are specified in the application package and shall be submitted in the application and mailed to the Risk Transfer Office. Attention Audrey Green-Forte, Oakland International Airport, One Airport Drive, Box 45, Oakland, CA 94621. The appropriate level of insurance must be provided with the proper endorsements as specified. OAK GT permits will not be issued if these amounts are incorrect.

We value our partnership with your business in providing ground transportation services at OAK. If there are any questions or concerns, please contact the Landside Ground Transportation Staff at (510) 563-2897.

Sincerely,



Lester Patilla
Acting Landside Operations Manager



PORT OF OAKLAND

Oakland International Airport **Airport Landside Operations Directive**

SUBJECT: Oakland International Airport - 2016 Ground Transportation Operations Application Permits Require Permitted Vehicles to Have Automated Vehicle Identification (AVI) Transponder Tags

DATE: December 7, 2015

NO: LS-108

DOCNO: 2015-12-07 APD LS-108 AVI GT APPL

PURPOSE

The purpose of this Airport Operations Directive is to provide notice of Automated Vehicle Identification (AVI) System revamping during the 2016 Ground Transportation application permitting process. This AVI system generates vehicle trip reports on AVI Transponders that are mounted on Oakland International Airport (OAK) permitted commercial ground transportation vehicles.

BACKGROUND

AVI Transponder Tags are currently installed on the majority of the Ground Transportation vehicles that operate at Oakland International Airport. These vehicles typically have transponders that were installed by the surrounding airports such as SFO or SJC during the permitting process. OAK's AVI System is compatible with San Francisco and San Jose International Airports AVI Transponders. Companies that are based and operate solely at Oakland International Airport may have outdated transponders that must be replaced.

The Port of Oakland is currently revamping its Automated Vehicle Identification (AVI) System which should be completed soon. Since the Ground Transportation Operations department undergoes internal audits, Ground Transportation service providers have been subject to Port Internal Audits where the Port Audit staff visits OAK permitted Ground Transportation service providers to review their trip logs for activity at OAK. Please provide self-reported trip total effective immediately due on the 15th of each month for the previous month's trips. Please send the information to our Ground Transportation billing staff mgee@portoakland.com.

APPLICATION PERMITTING PROCESS FOR 2016

Ground Transportation vehicles that are based at Oakland International Airport shall have transponders installed during the application permitting process. Existing GT Operators that are based at either San Francisco International Airport or San Jose International Airport will likely have existing transponders affixed to their windshields. Therefore, the installation of an additional transponder by Oakland International Airport Landside Ground Transportation Staff may not be necessary.

The Ground Transportation Application Permit renewal process for existing permittees will occur as follows:

- Notification of renewal process will occur through the OAK website (www.oaklandairport.com), email, and hand-delivered distribution of renewal notices to existing permitted Ground Transportation Operators.

- After the application is completed and reviewed by Landside Ground Transportation Staff, staff shall affix AVI transponder tags to their vehicles that operate at Oakland International Airport. Payment for the transponders may be paid separately or enclosed with permitting fee.

AVI transponders shall be installed on all vehicles that operate at Oakland International Airport. Per Airport Rules and Regulations, Port Ordinance 4255 Section 8.1 GT Permitting:

e) **Transponder Fee.** The Qualified Operator shall pay a non-refundable \$50 fee, or such other amount as may be established by the Board from time to time by duly adopted ordinance, for each Vehicle to be permitted under the Airport Permit for the issuance and use of a Transponder for each permitted Vehicle. This fee shall only be returned if the Airport Permit applied for is not issued.

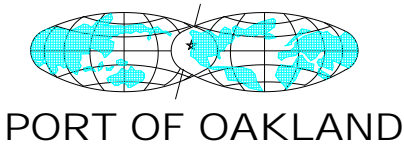
Any driver who violates these procedures is subject to a Notice of Violation which shall result in an administrative fine and suspension. Drivers who leave their vehicle unattended at the curbside are in violation of the Airport Rules and Regulations and shall be subject to an administrative fine and suspension.

Failure to follow this **Directive** is a violation of Port Ordinance 4255 Article 8.4 c. " The Permit Holder and each Driver shall observe any and all orders, directives or conditions issued, given or imposed by the Landside Operations Manager, the Assistant Director or the Director with respect to the use of roadways, driveways, curbs, sidewalks, parking area, and the Terminal Complex in the Airport, " and shall be subject to a Notice of Violation.

Lester Patilla

Lester Patilla
Acting Landside Operations Manager

cc: Matt Davis, Acting Assistant Director of Aviation



December 15, 2015

PRE-ARRANGED COMMERCIAL VEHICLE(S) - Identified as limousines, off-airport rental cars, hotels and door to door reservation operators.

SUBJECT: SELF-REPORTING TRIPS AT THE OAKLAND INTERNATIONAL AIRPORT

The Port of Oakland is currently revamping its Automated Vehicle Identification (AVI) System which should be completed soon. Since the Ground Transportation Operations undergoes internal audits, Ground Transportation service providers have been subject to Port Internal Audits where the Port Audit staff visits OAK permitted Ground Transportation operators to review their trip logs for activity at OAK. Please provide self-reported trips effective immediately on a monthly basis using the attached log. Vehicles with existing transponders from SFO or SJC may not be required to have an OAK transponder affixed.

AVI transponders shall be installed on all vehicles that operate at Oakland International Airport. Per Airport Rules and Regulations, Port Ordinance 4255, Section 8.1. GT Permitting:

e) Transponder Fee. The Qualified Operator shall pay a non-refundable \$50 fee, or such other amount as may be established by the Board from time to time by duly adopted ordinance, for each Vehicle to be permitted under the Airport Permit for the issuance and use of a Transponder for each permitted Vehicle. This fee shall only be returned if the Airport Permit applied for is not issued.

If your company is on the **Flat Fee Program (no more than three vehicles)** you will not be invoiced, however, you are required to email the monthly grand total to dsullivan@portoakland.com twice a year (June 15, 2016 and November 15, 2016).

For companies that are permitting four (4) or more vehicles, please email the monthly grand total to mgee@portoakland.com. Please keep the completed logs for your files.

The monthly grand total shall be submitted by the 15th day of the each month immediately following the reporting month. Payments shall be submitted to: Port of Oakland, Finance Department, Accounts Receivable, P.O. Box 12545, Oakland, CA 94604.

Payments that are not received by the 30th of the month due will be subject to a Notice of Violation, a fine or suspension of their operating authority at the Oakland International Airport. If the monthly grand total and payment is not received by the 30th of the following month, the operating permit will be suspended and/or revoked.

Should you have any questions regarding self-reporting, please contact Ground Transportation Staff at (510) 563-2897.

Sincerely,

Lester Patilla
Acting Landside Manager

cc: GTPO Staff

SELF REPORTING TRIP LOG

COMPANY NAME: _____

	DATE	DROP-OFF	PICK-UP	TERMINAL 1	TERMINAL 2	TRIP TOTAL
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						



OAKLAND INTERNATIONAL AIRPORT GROUND TRANSPORTATION

OPERATOR REQUIREMENTS

The documents listed below must be included in each application submittal. All documents must be submitted together. Failure to submit all required documents will result in an incomplete application which will be returned to the applicant. Permits will not be issued for incomplete applications.

LIMOUSINE

Check One

New Application

Renewal

Requested Items

- Application
- TCP or PSC Certificate
- Insurance –
 - Accord Certificate – (sample attached)
 - General/Auto/Workers Comp. (if required)
 - Designated Insured (specific language, sample attached)
- Vehicle Equipment Statement (include transponder number from SFO/SJ)

Sub-Carrier Company Information

- Sub-Carrier Application
- TCP or PSC Certificate
- Insurance –
 - Accord Certificate –
 - General/Auto/Workers Comp. (if required)
 - Designated Insured (specific language, see attached)
- Vehicle Equipment Statement



OAKLAND INTERNATIONAL AIRPORT
GROUND TRANSPORTATION

RENEWAL APPLICATION

Company Name

Company Address

(Physical Address – No PO Boxes accepted)

Tenant No.

TCP No.

City

State

Zip

Phone No

Ext

Fax No

Contact Name

Contact Title

Email

(Must provide email)

ALL DOCUMENTS MUST BE SUBMITTED TOGETHER

1. You must be "Active" with the California Public Utilities Commission (CPUC) and all vehicles must be registered with the CPUC. Submit a copy of the TCP/PSC Certification
2. Submit payment for renewal – Submittal Fees (There will be no waivers)
Acceptable payments: business check, money order or cashier check, made payable to the Port of Oakland.
3. Provide a California Highway Patrol (CHP) Terminal Inspection Report (applicable for vehicles with 11+ seats including driver).
4. Provide an updated Vehicle Equipment Statement.
5. All outstanding fees and fines must be paid.

INSURANCE DOCUMENTS (SEE ATTACHED)

6. Insurance documents must be included in the renewal package. Provide insurance information on ACORD Certificate listing the Port of Oakland as the certificate holder for: Automobile, General and Workers' Compensation Insurance Certificate (if applicable) Provide the required Insurance Endorsement (Designated Insured) for both Automobile and General Liability

Authorized Signature

Date



OAKLAND INTERNATIONAL AIRPORT GROUND TRANSPORTATION

LIMOUSINE APPLICATION

Please note that every ground transportation driver shall be affiliated with a company that is duly permitted by the Airport under the Airport Rules and Regulations. Regardless of the contractual relationship between the individual driver and the company, the company will be responsible for all fees and charges incurred by the drivers, and the company will be billed accordingly.

A non-refundable application fee is required. This fee must be submitted with the application materials and will be retained regardless of whether an application is deemed complete or a permit is issued. Applications received without payment of this fee and/or any required documents shall be deemed incomplete. Permits will not be issued for incomplete applications.

By accepting an Oakland International Airport Permit, the Permit Holder acknowledges and agrees to abide by the Airport Rules and Regulations outlined in Port Ordinance 4255 and subsequent amendments and revisions.

Business Information

Company Name TCP #

DBA Airport Tenant #

Company Address
(Physical Address – No PO Boxes accepted)

City State Zip

Mailing Address
(If different than above)

City State Zip

Email

Phone Number Ext Fax Number

Contact Name

Contact Title

Contact Phone Contact Cell Phone

Contact Email

List Ground Transportation Company on Oakland Airport Website

Authorized Signature

Date



OAKLAND INTERNATIONAL AIRPORT
GROUND TRANSPORTATION

SUB-CARRIER APPLICATION
(Please complete for each Sub-Carrier and attach the required items)

Each Qualified Operator shall submit a current Equipment Statement of all vehicles operating under their TCP.

Company Name

Company Address

TCP Number Tenant No

Driver's License State Expiration Date

Contact Name

Contact Phone Contact Cell Phone

Contact Email

Driver's License State Expiration Date

Employer Information

Company Name

PSC/TCP Permit # Vehicle #

I certify to the best of my knowledge the above information is correct and true.

Authorized Signature

Date



**OAKLAND INTERNATIONAL AIRPORT
GROUND TRANSPORTATION**

INSURANCE REQUIREMENTS

**LIMOUSINES and CLASS C
VEHICLES
(Seating Capacity 7 or Less)**

Before beginning operations at the Port, Certificates of Insurance, as required below, must be approved by the Airport Risk Transfer Office.

- Minimum Required Insurance and Limits are shown below for limousines and Class C vehicles with seating capacity of 7 or fewer passengers:
- Business Automobile Liability -----\$750,000 per accident (or as required by the Public Utilities Commission, whichever limit is higher), owned, non-owned and hired vehicles. If vehicles are on "scheduled" basis, please provide schedule.
- Worker's Compensation-----Statutory
- Employer's Liability-----\$1,000,000 per accident/policy limit by disease

**SHUTTLES and BUSES
(Seating Capacity 8 to 15)**

Before beginning operations at the Port, Certificates of Insurance, as required below, must be approved by the Airport Risk Transfer Office.

- Minimum Required Insurance and limits are shown below for vehicles with seating capacity of eight (8) to fifteen (15) passengers:
- Commercial General Liability -----\$1,000,000 per occurrence and general aggregate
- Business Automobile Liability-----\$1,500,000 per accident (or as required by the Public Utilities Commission, whichever limit is higher), owned, non-owned and hired vehicles. If vehicles are on "scheduled" basis, please provide schedule.
- Worker's Compensation -----Statutory
- Employer's Liability-----\$1,000,000 per accident/policy limit by disease

**BUSES
(Seating Capacity 16 or More)**

Before beginning operations at the Port, Certificates of Insurance, as required below, must be approved by the Airport Risk Transfer Office.

- Minimum Required Insurance and limits are shown below for vehicles with seating capacity of 16 or more:
- Commercial General Liability -----\$1,000,000 per occurrence and general aggregate
- Business Automobile Liability-----\$5,000,000 per accident (or as required by the Public Utilities Commission, whichever limit is higher), owned, non-owned and hired vehicles. If vehicles are on a "scheduled" basis, please provide schedule.
- Worker's Compensation-----Statutory Limits
- Employer's Liability-----\$1,000,000 per accident/policy limit for disease



**OAKLAND INTERNATIONAL AIRPORT
GROUND TRANSPORTATION**

CERTIFICATES OF INSURANCE MUST SHOW THE FOLLOWING:

- That "the City of Oakland, a municipal corporation, acting by and through its Board of Port Commissioners, "Port of Oakland", its commissioners, officers, agents and employees are additional insureds on the Commercial General Liability policy (if required above) and the Business Automobile Liability policy (a copy of the additional insured endorsement must be attached to the certificate and must include the above additional insureds or provide blanket coverage);
- That all insurance is primary and non-contributory with insurance carried by the Port of Oakland;
- That the Commercial General Liability (if required above) and Business Automobile Liability Insurance policies contain cross liability or separation of insured provisions;
- That the Port of Oakland Risk Transfer Office shall receive 30-days advance written notice of cancellation, non-renewal, or material reduction in coverage;
- That all insurance policies (as required above) provide a waiver of subrogation in favor of the City of Oakland, a municipal corporation, acting by and through its Board of Port Commissioners, "Port of Oakland", its commissioners, officers, agents and employees (a copy of the waiver of subrogation endorsements must be attached to the certificate).

Operations or occupancy may be interrupted without proper evidence of insurance.

Should you or your insurance company representative have any questions pertaining to the insurance requirements as listed above, please contact: Audrey Forte-Green, Port Insurance Analyst - Airport Risk Transfer Office, Phone - 510-563-3631, Fax - 510-636-0626 or email: risktransfer@portoakland.com



OAKLAND INTERNATIONAL AIRPORT GROUND TRANSPORTATION



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<p>PRODUCER</p> <p style="text-align: center; background-color: yellow;">Broker / Agent Information</p>	<p>CONTACT NAME:</p> <p>PHONE: (Area No. Ext.) FAX: (Area No.)</p> <p>ADDRESS:</p> <p style="text-align: center; background-color: yellow;">INSURER(S) AFFORDING COVERAGE</p> <p style="text-align: right;">NAIC #</p> <p>INSURER A:</p> <p>INSURER B:</p> <p>INSURER C:</p> <p>INSURER D:</p> <p>INSURER E:</p> <p>INSURER F:</p>
<p>INSURED</p> <p style="text-align: center; background-color: yellow;">Client / Company Information</p>	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR. LTR.	TYPE OF INSURANCE	ADDL. INSR.	SUBR. INSR.	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
	<p>GENERAL LIABILITY</p> <p><input type="checkbox"/> COMMERCIAL GENERAL LIABILITY</p> <p><input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR</p> <p>GEN'L AGGREGATE LIMIT APPLIES PER:</p> <p><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC</p>						<p>EACH OCCURRENCE \$</p> <p>DAMAGE TO RENTED PREMISES (See operations) \$</p> <p>MED EXP (Any one person) \$</p> <p>PERSONAL & ADV INJURY \$</p> <p>GENERAL AGGREGATE \$</p> <p>PRODUCTS - COMP/OP AGG \$</p>
	<p>AUTOMOBILE LIABILITY</p> <p><input type="checkbox"/> ANY AUTO</p> <p><input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS</p> <p><input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS</p> <p><input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR</p> <p><input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE</p> <p>DED. RETENTION \$</p>						<p>COMBINED SINGLE LIMIT see requirements</p> <p>BODILY INJURY (Per person) \$</p> <p>BODILY INJURY (Per accident) \$</p> <p>PROPERTY DAMAGE (Per accident) \$</p> <p>EACH OCCURRENCE \$</p> <p>AGGREGATE \$</p> <p>WC STATU- TORY LIMITS OTH- ER</p> <p>E.L. EACH ACCIDENT \$</p> <p>E.L. DISEASE - EA EMPLOYEE \$</p> <p>E.L. DISEASE - POLICY LIMIT \$</p>
	<p>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</p> <p>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N</p> <p>If yes, describe under DESCRIPTION OF OPERATIONS below</p>						

EXAMPLE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

List Vehicles in Fleet or Attach Vehicle Schedule

<p>CERTIFICATE HOLDER</p> <p style="background-color: yellow;">Port of Oakland Oakland International Airport ATTN: Risk Transfer Office One Airport Drive, Box 45 Oakland, CA 94621</p>	<p>CANCELLATION</p> <p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p>
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OAKLAND INTERNATIONAL AIRPORT
GROUND TRANSPORTATION

POLICY NUMBER:

COMMERCIAL AUTO
CA 20 48 02 99

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

DESIGNATED INSURED

This endorsement modifies insurance provided under the following:

- BUSINESS AUTO COVERAGE FORM
- GARAGE COVERAGE FORM
- MOTOR CARRIER COVERAGE FORM
- TRUCKERS COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" under the Who Is An Insured Provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Endorsement Effective:	Countersigned By: (Authorized Representative)
Named Insured:	

<p>Name of Person(s) or Organization(s):</p> <p>That "the City of Oakland", a municipal corporation, acting by and through its Board of Port Commissioners, "Port of Oakland", its commissioners, officers, agents and employees are additional insureds on the Commercial General Liability policy (if required above) and the Business Automobile Liability policy (a copy of the additional insured endorsement must be attached to the certificate and must include the above additional insureds or provide blanket coverage);</p>

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to the endorsement.)

Each person or organization shown in the Schedule is an "insured" for Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured Provision contained in Section II of the Coverage Form.

EXAMPLE



**OAKLAND INTERNATIONAL AIRPORT
GROUND TRANSPORTATION**

EQUIPMENT STATEMENT

Please list each vehicle operating at the Oakland International Airport. Vehicle must be registered with the California Public Utilities Commission (CPUC) prior to receiving Airport permits.

Please complete the table below, or submit the requested information in an excel spreadsheet.

Company Name _____

TCP/PSC Number _____ **Date** _____

	License Plate #	Veh. Fleet #	Make & Model	Veh. Yr. M anuf. Date	Fuel Type	Passenger Capacity	TCP #	PSC #	Transponder #	Airport Permit #
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										

NOTE: Indicate the following fuel type vehicle - **C**-CNG **H**-Hybrid **O**-Other Fuel Type



**OAKLAND INTERNATIONAL AIRPORT
GROUND TRANSPORTATION**

FEES

Limousine

Security Deposit.....	\$500 (One-time deposit / refundable)
Application Fee	\$500 per year
Flat-Fee Program*	\$360 (120 trips per calendar year)

(*NOTE: No more than three (3) vehicles in fleet to qualify for the \$360 Flat Fee Program (120 trips per calendar year). No Security deposit is required



OAKLAND INTERNATIONAL AIRPORT
GROUND TRANSPORTATION

CONTACT INFORMATION FORM

Date

Please update my contact information with Oakland International Airport as indicated below.

Owner -
Fleet Manager

Company Name

Company Address
(Physical Address – No PO Boxes accepted)

City

State

Zip

Email

(Must provide email)

Phone Number

Ext

Fax Number

I certify the above information is correct and current.
(Owner/Company Authorized Representative Only)

Print Name

Authorized Signature

Date



OAKLAND INTERNATIONAL AIRPORT
GROUND TRANSPORTATION

BUSINESS CLOSURE FORM

Date

Please close my permit/contract with Oakland International Airport.

Owner -
Fleet Manager

Company Name

Company Address
(Physical Address – No PO Boxes accepted)

City

State

Zip

Email

(Must provide email)

Phone Number

Ext

Fax Number

I certify the above information is correct and current.
(Owner/Company Authorized Representative Only)

Print Name

Authorized Signature

Date