

Commercial Ground Transportation Rules and Regulations

February 2010

**Panama City - Bay County
Airport and Industrial District**

**PANAMA CITY – BAY COUNTY
AIRPORT AND INDUSTRIAL DISTRICT**

**COMMERCIAL GROUND TRANSPORTATION
RULES AND REGULATIONS**

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**PANAMA CITY – BAY COUNTY
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**COMMERCIAL GROUND TRANSPORTATION
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10.00 PURPOSE AND APPLICATION

It is the purpose of the Panama City – Bay County Airport and Industrial District to enable parties furnishing ground transportation for hire on the Northwest Florida Beaches International Airport to conduct business in an orderly, safe fashion and to afford the patrons of Northwest Florida Beaches International Airport a safe, efficient method of obtaining ground transportation in accordance with their various desires. It is also the purpose of the Airport District to generate and maintain the revenue required to support, operate and maintain the Northwest Florida Beaches International Airport facilities. The fees and charges set forth are intended to generate and maintain revenue and to aid in reasonably allocating the cost and expenses related to the facilities among the operators of commercial activities that benefit from their use of the Airport. These Commercial Ground Transportation Rules and Regulations are not intended to and shall not govern the use of Private Passenger Vehicles or Public Buses.

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20.00 DEFINITIONS

20.00 **Definitions.** Whenever used in these Rules and Regulations, the term set forth in the Section 20.00 shall have the meanings ascribed to them below.

20.01 “**Airport**” means the Northwest Florida Beaches International Airport located in Bay County, Florida.

20.02 “**Airport District**” means the Panama City – Bay County Airport and Industrial District.

20.03 “**Airport Terminal**” means the Main Passenger Terminal Building from which Airport passengers arrive and depart.

20.04 “**Authorized User**” means a person or entity engaged by the Airport District on a contractual basis to provide goods or perform services.

20.05 “**Company**” means any person or business entity that engages in a Ground Transportation Activity, and any person acting under the actual or apparent authority of the Company.

20.06 “**Courtesy Vehicle**” means any motor vehicle used to transport customers from a place of business (such as a hotel, or off-Airport parking or rental car company location) to the Airport or from the Airport to any such place of business at no charge to the customer.

20.07 “**Driver**” means any person who drives any Ground Transportation Vehicle.

20.08 “**Ground Transportation Activity**” means all activities directly or indirectly related to the transportation of persons or property to or from the Airport in a Ground Transportation Vehicle.

20.09 “**Ground Transportation Personnel**” means Permittees, Companies and their agents, employees, representatives, and any person acting under the actual or apparent authority of a Permittee or Company.

20.10 “**Ground Transportation Vehicle**” means any commercial motor vehicle other than a Private Vehicle or Public Bus, which is regularly or occasionally used by a

commercial business for the purpose of transporting persons or property to or from the Airport, including without limitation:

- (a) Convention and Tour Buses;
- (b) Courtesy Shuttles;
- (c) Customer Shuttles;
- (d) Limousines; and
- (e) Taxicabs.

20.11 “**Limousine**” means a vehicle designated by its manufacturer and vehicle registration as a limousine or large luxurious chauffeur-driven 4-door sedan.

20.12 “**Limousine Service**” means the transportation of passengers in a Limousine by or through any business located off the Airport premises and on a pre-scheduled advance reservation basis.

20.13 “**Meet/Greet Personnel**” means the persons who are the employees, agents, or contractors of prearranged contracted groups or prearranged contracted individuals, which employ the use of signs, uniforms, or other means of identification to initiate contact in the Terminal with their clients and customers.

20.14 “**Off-Airport Parking Operator**” means any person or business entity that is engaged in the business of operating one or more parking facilities located off Airport property and providing transportation to and from the Airport either directly or through an affiliate.

20.15 “**Off-Airport Rental Car Company**” means any person or business entity that operates a vehicle rental facility located off the Airport premises and that utilizes an Off-Airport Rental Car Shuttle to transport clients.

20.16 “**Operating Agreement**” means the contract governing the Ground Transportation Activities of Courtesy Vehicles, Limousine Services, Off-Airport Parking Operators, Off-Airport Rental Car Companies and Taxicab Companies.

20.17 “**Permittee**” means any Company that holds a valid permit to engage in Ground Transportation Activities.

20.18 “**Private Passenger Vehicle**” means a motor vehicle which is operated by a person who has contracted for the rental of the vehicle or any motor vehicle which is not used directly or indirectly in or by a commercial business for the transportation of persons or property to or from the Airport.

20.19 “**Public Bus**” means a motor vehicle which is operated as public transportation by a governmental entity.

20.20 “**Solicitation**” means the act of engaging potential customers, in any manner, for the purpose of generating business.

20.10 “**Taxicab**” means a motor vehicle used for hire to transport members of the general public for compensation on an “on demand” basis over routes determined by the destination of the passenger.

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30.00 REGISTRATION AND PERMIT

30.10 Registration and Permit Required

No company shall engage in Ground Transportation Activity at the Airport without first registering with the Airport and obtaining an Airport permit authorizing the Company to engage in a specific category of Ground Transportation Activity. Companies must obtain a separate permit for each vehicle to be operated at the Airport. Permits will be issued for a stated period of time and only after satisfying all requirements. Permits for each vehicle shall be issued in the name of the Company designated on the Ground Transportation Vehicle. Permits for categories of activities that require Operating Agreements will be issued to only those persons or organizations which are parties to such Operating Agreements.

30.20 Permit Eligibility

No company shall be eligible to obtain a permit if:

- (a) The company is in arrears to the Airport District for any amount due and payable; including without limitation permit fees, fines, rent, or any other charge, whether or not directly or indirectly related to the Company’s Ground Transportation activities; or
- (b) The Company is in default with any term or condition under any prior or current agreement with the Airport District, whether or not directly or indirectly related to the Company’s Ground Transportation Activities.

For the purpose of this Section 30.20, “Company” shall include the Company, its principals, and any Affiliates of the Company. “Affiliate” means any other entity or company directly or indirectly controlling or controlled by Company or under direct or indirect common control with the Company. For the purposes of this definition, “control” when used with respect to any entity or company means the power to direct the management and policies of such entity or company, directly or indirectly, through the ownership of voting securities, by contract or otherwise; and the term “controlling” and “controlled” have meanings correlative to the foregoing.

30.30 Multiple Activities

Companies engaging in more than one category of Ground Transportation Activity shall apply for and obtain a separate permit(s) for each category.

30.40 Application

Prior to issuance of a permit, a Company shall submit a written application for a vehicle permit which shall set forth, at a minimum, the following information:

- (a) The full name, mailing address and telephone number of the Company requesting a permit.
- (b) A description of the legal status of the Company (i.e., sole partnership, partnership, corporation, etc.), including whether or not the Company is a franchise, and the names of the principals of the Company.
- (c) A statement as to whether Company or any of its principals and affiliates have previously operated at the Airport under any other name and whether the Company or any of its principals or affiliates have ever had a Ground Transportation permit suspended or revoked.
- (d) A description of the proposed activity. Separate applications and permits are required for each category of Ground Transportation Activity.
- (e) The full name, mailing address and telephone number of a contact person with the Company who will have responsibility for ensuring compliance with these Rules and Regulations.
- (f) A full description of all vehicles, whether owned or leased, which will be used in connection with proposed activities, including year, make, model, identification numbers, license plate number and manufacturer's seating capacity of each vehicle.
- (g) A statement from the Company certifying that its drivers meet the qualifications set forth in Section 30.50 or per contract requirements.

The Airport District shall be notified within five (5) business days of any changes in the information required in the application mentioned herein.

30.50 Driver Qualifications

The Company shall be responsible for ensuring that all of its Drivers meet the following qualifications before starting and at all times during work at the Airport:

- (a) The driver is at least 21 years of age.
- (b) The driver is legally authorized to work in the United States.
- (c) The driver holds a valid driver's/operator's license issued by the State of Florida and that it has not been suspended or revoked.

- (d) Be reasonably conversant in the English language.
- (e) Pass an Airport District approved background check and drug test as verified by the Airport District.
- (f) The driver has not been convicted, been on probation, parole or served time on any of the criminal offenses listed as follows:
 - a. Criminal homicide
 - b. Sexual battery
 - c. Aggravated battery
 - d. Aggravated child abuse
 - e. Burglary
 - f. Aggravated assault
 - g. Kidnapping
 - h. Robbery
 - i. Driving a motor vehicle while under the influence of intoxicating beverages or drugs
 - j. Lewd, lascivious or indecent assault
 - k. Grand theft
 - l. Dealing in stolen property
 - m. Criminal solicitation to commit any of the above
 - n. Any crime which is designated a felony or in which a motor vehicle was used
 - o. Perjury or false swearing in mailing any statement under oath connected with the application for a Driver's Permit
 - p. Violation of the Florida RICO Act
 - q. Unlawful possession, sale or distribution of any substance regulated or prohibited by Chapter 893 Florida Statutes
- (g) The driver does not have any active arrest warrants
- (h) The driver has not furnished false or misleading information in connection with the permit application
- (i) The driver must attend and successfully complete a Hospitality Training Program in accordance with standards acceptable to the Airport District

30.60 Proof of Insurance

Prior to issuance of a permit, a Company shall submit evidence of compliance with Section 50.00, Insurance, below.

30.70 Fee

For each permit, the Permittee shall pay a fee in accordance with a schedule of fees established by the Airport District, which fees may change from time to time. Failure to promptly pay required permit fees shall be grounds for denial of additional permits until the ground transportation permit fee is current. A Company whose permit has been revoked or suspended shall not receive a rebate, credit or compensation for loss of revenue.

30.80 Replacement Permits

If replacement of an existing permit is required, the existing permit must be returned to the Airport District in order to receive a replacement. A replacement fee may be charged.

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40.00 DISPLAY OF INFORMATION

40.10 Permit

Each Permittee engaging in a Ground Transportation Activity on the Airport shall display the business permit or license issued by Bay County and the permit issued by the Airport District so that the permits are plainly visible through the windshield of the vehicle.

40.20 Identification Badge/Name Tags

Driver identification badges/name tags shall be prominently displayed on the driver's clothing, at all time, clearly visible to the hiring passenger, and shall include the driver's first and last name and company name.

Meet/Greet Personnel company identification badges/name tags shall be prominently displayed on the person at all times while conducting business inside the Terminal, and shall include the driver's first and last name and company name.

40.30 Driver Identification in Vehicle

Each taxicab shall have clearly displayed on the dashboard, readily visible to the passenger, a 5 x 8 inch laminated card, with a 3 x4 inch picture of the driver, the name of the company, number of the vehicle, address and phone number of the company, and phone number of the Airport District.

40.40 Taxicab Company Name and Rates

Taxicabs shall have painted on the outside of both front doors, the full name of the company, phone number, and rates and charges. Letters stating the name of the company must be permanently affixed to the vehicle, shall be in English and shall be no less than four (4) inches in height. Rates and charges shall be posted with clear, legible letters and figures that are permanently affixed to the vehicle. Letters and figures for rates and charges and phone number shall be in English and shall be no less than two inches in height. If a company utilizes more than one vehicle at the Airport, each vehicle must be

assigned a number and the number is to be located in two (2) places on each vehicle, visible to the passenger, with locations to be consistent. Magnetic signs are not permitted.

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50.00 INSURANCE REQUIREMENTS

50.10 Insurance Requirements

A Company must comply with all statutory insurance requirements applicable to its operation and to maintain motor vehicle combined single limit liability insurance, including uninsured motorist coverage, covering each vehicle operating at the airport in the minimum amounts required under State law. Any deductible or self-insurance retention that applies to any insurance required hereunder must be declared to and approved by the Airport District. The insurance policy or policies shall name the Airport District as additional insured and shall be issued by a company that is duly authorized to transact the business of insurance in the State of Florida, that is of sound and adequate financial responsibility and that is acceptable by the Airport District. Each such policy shall provide that such insurance will not be reduced or cancelled without at least thirty days prior written notice to the Airport District. The Airport District reserves the right to increase the limits of insurance herein specified from time to time, and the Company will apply all reasonable request of the Airport District with respect thereto.

50.20 Proof of Insurance

Prior to issuance of a permit, a Company shall submit to the Airport District a certificate of insurance issued by the insurance company or its authorized representative in a form acceptable to the Airport District showing the amount and type of insurance then in effect that is required to be procured and maintained as described in Section 50.10 and stating the date, number and term of the policies evidencing such insurance.

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**60.00 RULES APPLICABLE TO ALL GROUND
TRANSPORTATION ACTIVITIES AND PERSONNEL**

60.10 Parking, Staging and Loading

Drivers may operate permitted vehicles on the Airport entrance and exit roadways as is necessary and incidental to their permitted Ground Transportation Activities. Drivers of permitted vehicles may stage their vehicular operations on the Airport only in those locations designed by the Airport District and indicated by signs as described and displayed on Exhibit C. The Airport District reserves the right to change the designated location of all categories of Ground Transportation Activities as is necessary from time to time. Notice of such changes will be given to all persons who hold permits for Ground Transportation Activities.

Vehicles shall not be left unattended in designated loading spaces for Courtesy Shuttles. Loading of passengers outside the active designated loading areas is prohibited. While utilizing the loading areas, drivers must fully enter the loading slot and only load passengers while stopped directly adjacent to the curb. Extended waiting at the loading areas is prohibited. Operators of permitted vehicles shall not stop or park their vehicles on any crosswalk.

No solicitation of passengers is permitted at any place on the Airport.

Passengers shall be picked up only at the locations designated for such activity on Exhibit C attached hereto.

No person shall park a vehicle while engaging in a Ground Transportation Activity on the Airport except in accordance with the locations designated on Exhibit C; provided, however, that customers may be allowed to disembark in other appropriate locations.

60.20 Obligation to Transport Passengers

Drivers of Ground Transportation Vehicles are prohibited from refusing transport to a person who requests service unless:

- (a) The transport includes a child required by law to be in a child restraint seat and a child restraint seat is not available;
- (b) The person is disorderly;
- (c) The Driver has reason to believe that the person is engaged in unlawful conduct; or
- (d) The Driver is in fear of his or her personal safety.

In the event of a refusal to transport a person for any of the above reasons, a Driver shall call for a police officer immediately, and Driver shall make a report at the time of the occurrence. If a passenger is refused transportation for any other reason, the Driver and the Driver's company shall be subject to penalties as provided in Section 100.00, Violations. If the refused person is transported by another regulated vehicle, the Driver must obtain the name, address and phone number of the person and is obligated to report the incident to the Airport Police Department.

60.30 Use of Airport

Ground Transportation Personnel shall not deposit trash, debris or other waste material except in an authorized trash receptacle. Ground Transportation Personnel shall not use any Airport District facilities or property in a manner other than that for which it is intended. Ground Transportation Personnel shall not urinate or otherwise expose themselves in public except in ordinary use of bathroom facilities. Ground Transportation Personnel shall not loiter in the terminal.

60.40 Knowledge and Skill

Companies and Ground Transportation Personnel must be knowledgeable of the Airport District's Commercial Ground Transportation Rules and Regulations, city geography including, but not limited to, city landmarks, streets and addresses, map usage, and public relations and communications skills. Companies are responsible to keep Ground Transportation Personnel informed on all informational notices, materials or directives received from the Airport District. Ground Transportation Personnel must be able to clearly communicate and thoroughly understand the English language. Ground Transportation Personnel shall be courteous in dealing with the public and passengers and shall conform to all laws and these Rules and Regulations while a Ground Transportation Vehicle is in his or her custody.

Ground Transportation Personnel must attend and successfully complete a Hospitality Training Program acceptable by the Airport District prior to beginning work at the Airport and periodically thereafter in accordance with standards acceptable to the Airport District.

60.50 Breach of Peace; Criminal Activity; Etc.

Ground Transportation Personnel shall not engage in rude or boisterous behavior, or conversation, profanity or fighting or any activity which constitutes a breach of the peace. These persons shall not harass prospective customers, nor shall they provide misleading information concerning other Ground Transportation Activity services. Drivers shall not solicit, or engage in any activities on the Airport which are contrary to the Rules and Regulations or which constitute criminal activity. Ground Transportation Personnel shall not carry weapons of any kind either on their person or in the vehicles they operate nor shall they be under the influence of alcohol, drugs or any other controlled substance while engaging in Ground Transportation Activities.

60.60 Vehicle Maintenance on Airport Property

Ground Transportation Personnel operating a vehicle shall not perform, or attempt to perform on Airport property, maintenance including, but not limited to, car washing, oil change, or servicing or repair on any vehicle(s), except such activity minimally necessary for removal of an inoperative vehicle from the Airport premises.

60.70 Driver Attire

Every Driver shall be hygienically clean, well groomed, neat and suitably dressed while engaging in Ground Transportation Activities. Each Driver engaging in a Ground Transportation Activity shall comply with the following clothing requirements:

- (a) Driver's hair shall be clean and neatly trimmed. If a beard or moustache is worn, it shall be well groomed and neatly trimmed at all times in order not to present a ragged appearance.
- (b) The term "suitably dressed" shall mean the driver shall wear a dress, skirt, trousers, slacks, a shirt or blouse with a collar (with or without a tie), shoes, and, if desired, appropriate outer garments. Shirts must be tucked into pants or skirts, and socks or stockings must be worn with shoes.
- (c) Clothing that is considered inappropriate and is not permitted when the Driver, male or female, is in charge of a vehicle for hire includes, when not covered by garments described in the paragraphs above: t-shirts, underwear, tank tops, body shirts, swimwear, jogging suits, low cut pants or trousers, trunks or similar types of attire.

- (d) Walking shorts may be worn from May 1 through September 30. The shorts shall be khaki or navy blue in color, must be pressed and have a finished hem. Dockers brand walking shorts or a similar brand are suggested. Shirts with collars, socks and shoes or sneakers are required.

60.80 Meet/Greet Personnel

Meet/Greet Personnel may only meet groups for which they or their Company are under a binding contract to meet. Meet/Greet Personnel who are in the Terminal to greet individuals or groups must display a company badge with their name and shall conduct their business at the meet/greet areas designated from time to time by the Airport District; or as authorized by the Airport Police Department. Meet/Greet Personnel may utilize a sign, the size not to exceed 18 x 24 inches, to display the name of the company, group or passenger(s) they are contracted to meet. If Meet/Greet Personnel are contracted to pick up six or fewer passengers, the signs used to meet the prearranged passenger(s) shall have the passenger name or names on them; signs with only a company name will not be permitted.

In order to conduct meet/greet business at the Terminal, Meet/Greet Personnel must register with the Airport Police Department, during regular office hours, prior to each operation conducted in the Terminal and receive authorization from the Airport District prior to conducting such operation in the Terminal. A Company will ordinarily be restricted to two (2) Meet/Greet Personnel per group in each meet/greet area. If there is a need for additional personnel, permission must be granted by the Airport Police Department.

Solicitation of passengers by Meet/Greet Personnel is strictly prohibited.

60.90 Taxicab Companies

Only those who have been approved by the Airport District are eligible to be taxicab service providers on the Airport for arriving passengers. Taxicab Companies shall execute an Operating Agreement in the form approved by the Board of the Airport District. Additional standards and requirements for taxicab service are set forth in the taxicab service Operating Agreements.

60.100 Off-Airport Parking Operators

Off-Airport Parking Operators shall execute an Operating Agreement in the form approved by the Board of the Airport District. Off-Airport Parking Operators shall pick up and drop off passengers only in designated areas.

60.110 Off-Airport Rental Car Companies

Off-Airport Rental Car Companies shall execute an Operating Agreement in the form approved by the Board of the Airport District. Off-Airport Rental Car Companies shall pick up and drop off passengers only in designated areas.

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70.00 VEHICLE SPECIFICATIONS

A vehicle used in Ground Transportation shall not be driven on the Airport unless it is in safe operating condition and in good repair. This requirement shall include, without limitation, the following:

- (a) Inside and outside lighting equipment shall be in working order.
- (b) There shall be no cracked or broken windshield, windows or mirrors.
- (c) The exhaust system shall meet acceptable noise levels and emissions standards.
- (d) The paint, body, grill, bumper and other exterior shall not be bent or damaged other than with minor dents and scratches.
- (e) The vehicle shall be maintained in a clean and sanitary condition on the interior and exterior.
- (f) All Ground Transportation Activity Vehicles operated on the Airport by a single Company (regardless of who is driving them) shall have exterior paint that is uniform in markings, appearance and signage, free of significant chipping, fading, scratches and oxidation. In addition, all Taxicabs operated by a single Company shall have a uniform color scheme, which shall be uniform and identical in color no later than thirty (30) days from the date the Company receives a permit to conduct business on the Airport.
- (g) The interiors shall be in good and clean condition, with fully upholstered or covered seats that are free of rips, tears and stains.
- (h) The vehicle shall have properly installed and maintained heating and air conditioning systems adequate to provide sufficient passenger comfort for the weather condition.

- (i) No part of any vehicle, or accessory thereto (including the wheel covers), shall be inoperable, broken, missing, bent or dented out of shape, or visibly cracked or damaged.
- (j) Each commercially licensed vehicle shall be equipped with a fire extinguisher having a UL rating and a current Street Atlas of Northwest Florida.
- (k) Vehicles may not have structures attached to the vehicle or display any form of advertising, other than Company information, unless approved in writing by the Airport District. Only license plates issued by the State of Florida or the United States shall be allowed, unless otherwise approved by the Airport District. Unofficial plates, tags, license plate holders, etc., are prohibited unless approved by the Airport District in writing. Personalized plates must be pre-approved by the Airport Police Department.

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80.00 SAFETY AND MAINTENANCE

A vehicle used in Ground Transportation shall not be driven on the Airport unless it is in safe operating condition and in good repair. This requirement shall include, without limitation, the following:

- (a) Company shall inspect the cleanliness of each vehicle at the beginning of each day of service and assure such vehicle is free from dirt, trash and debris.
- (b) The exterior of each vehicle in service shall be kept clean from road dust, mud and grime and shall be washed at least once each day (24 hours) of service.
- (c) The interior of each vehicle in service shall be swept/vacuumed prior to beginning daily service.
- (d) Every vehicle shall be structurally sound and maintained as to provide for the safety of the public in accordance with Florida Statutes.
- (e) Wheel covers shall be mounted on all four wheels at all times.
- (f) Vehicles shall be operated and maintained in compliance with all applicable laws, rules and regulations. All vehicles shall be and remain in compliance with all applicable safety standards upon commencement of operations on the Airport.
- (g) Companies shall have a vehicle maintenance program which is in accordance with the vehicle manufacturer's warranty specifications. This program shall describe the maintenance facility, equipment, number of personnel, schedule of maintenance and maintenance record-keeping.

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90.00 INSPECTION

Company shall permit the Airport District to inspect its permitted vehicles and related business records for purposes of monitoring compliance with these Rules and Regulations, and/or with any inspection procedures implemented by the Airport District.

Companies shall make vehicles available for inspection as requested by the Airport District at the location designed by the Airport District. Such inspections will be made to determine identification of vehicles as listed with the Airport District and compliance with all applicable vehicle standards and safety requirements. The Airport District will have the right to inspect the Company's books and facilities during regular business hours to audit for compliance with the Rules and Regulations.

The Airport District may inspect any vehicle at any reasonable time and if the inspection reveals that any vehicle is not in reasonably good repair or operating condition as provided above, the vehicle shall be taken out of service until remedial repairs and corrections have been made. Company, at the time the vehicle is taken out of service, shall surrender the permit for the vehicle and shall advise the Airport District when the vehicle will be ready to resume service. Company may reclaim the vehicle permit after the vehicle has been re-inspected and approved by the Airport Police Department. In no case shall the vehicle be permitted to resume its operations until the vehicle has been re-inspected by the Airport Police Department after the repairs and corrections have been made. If a Company fails to make available a vehicle at a scheduled time for inspection, the vehicle shall not be considered in compliance with these Rules and Regulations, and the vehicle shall be removed from service until it is rescheduled for inspection and brought into compliance.

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100.00 COMPLIANCE WITH LAWS

Companies and all Ground Transportation Personnel shall be in compliance with all applicable Federal, State and local laws, statutes, ordinances, rules and regulations including, but not limited to, all Motor Carrier Safety Regulations. Companies shall operate in compliance with the Rules and Regulations, as they may be amended from time to time. Failure to comply shall constitute grounds for imposition of penalties as provided herein.

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110.00 VIOLATIONS

110.00 Violation and Penalty

The Airport District shall have the right to enforce these Rules and Regulations and to impose penalties on any Company or Ground Transportation Personnel for violation of any of these Rules and Regulations.

The penalties for violations are set forth on Exhibit B attached hereto. A violation by a Company's Ground Transportation Personnel or by anyone using a Ground Transportation Vehicle with such Company's permission shall be deemed a violation by the Company.

A party whose permit has been revoked shall not receive rebate, credit or compensation for loss of revenue.

A Company is responsible for all actions of its Ground Transportation Personnel and for discouraging, preventing or correcting violations of all of its Ground Transportation Personnel. A Company that knows or has reason to suspect any of its Ground Transportation Personnel has failed to comply with the Rules of Regulations or laws, shall not allow such person to conduct business at the Airport or to operate a Ground Transportation Vehicle until the violation is corrected.

110.20 Cumulative Violations by a Single Company

Penalties for violations shall be cumulative as to all violations attributable to a Company and its Ground Transportation Vehicles and Personnel. For example, if a Company holds five permits authorizing five different vehicles to be operated under its name by Drivers at the Airport, then any two violations in the same category attributable to the Company through any of its permits, whether associated with the same driver and vehicle or not, shall result in the penalty for a second offense for the same category as set forth on Exhibit B attached hereto. If the penalty is suspension or revocation and the violation(s) resulting in the penalty involved more than one driver or vehicle, the permit(s) to be suspended or revoked shall be one of the permit(s) associated with the violations. The Company shall have the right and option to select which of such permits will be suspended or revoked if such selection is communicated in writing to the Airport District

within two days after notice of the most recent violation; otherwise the Airport District will make the selection. The permit selected shall be surrendered to the Airport District immediately after the Company has been given written notice of the selection or immediately after it has made the selection, whichever the case may be.

110.30 Notice

If the Airport District determines that the Ground Transportation Personnel or a Company has failed to comply with these Rules and Regulations, the Company will be given written notice of warning, suspension or revocation delivered to the Company's official address on file with the Airport District. The written notice shall include: a description of the violation, the date the suspension or revocation begins, the duration of the suspension or revocation, and a statement informing the Company of rights to a hearing, if any.

110.40 Effective Date

Warnings and suspensions shall be effective on the day the notice thereof is sent. Revocations shall be effective immediately unless a hearing is requested. If a hearing is requested, the revocation is not effective until the Executive Director of the Airport District makes a final decision. Suspended and revoked permits shall be surrendered immediately to the Airport Police Department.

110.50 Hearing

In the case of a notice of revocation only, the Company may request a hearing with the Executive Director of the Airport District by submitting a written request for the same to the Airport Police Department within five business days after the date of the notice. A hearing shall be set for a date not more than ten business days after such request is received and the Company shall be given at least three business days' notice of the time and the place for the hearing. At the hearing, the Company shall have the right to present evidence in its behalf but shall be limited to no more than 20 minutes to present its case. The hearing shall be informal, shall not be recorded and the rules of evidence shall not apply. The Executive Director may affirm, reverse or modify the revocation. The decision of the Executive Director shall be final and shall be sent in writing to the individual and/or Company.

110.60 Other Action

Enforcement hereunder will be separate and apart from, and in addition to, any action that may be taken by law enforcement officials for statutory violations, action taken by the Airport District against a violator who does not hold a permit or does not work for a Company holding a permit, and action taken by the Airport District against any Ground Transportation Personnel who was involved in the conduct constituting the violations. It shall also be in addition to the remedies of the Airport District under any Operating Agreement.

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120.00 MISCELLANEOUS

120.10 Variance of Waiver

The Airport District may grant reasonable variances or adjustments from any rules and regulations imposed herein. The granting of a variance shall not operate to waive any of the rules and regulations herein for any purpose except as to the particular provision covered by the variance, and only for so long as the special circumstances warranting the variance exist. The waiver of or failure to enforce any breach or violation of any rule or regulation shall not be deemed to be a waiver or abandonment of the rule or regulation or a waiver of the right to enforce any subsequent breach or violation of such rules and regulations.

120.10 Implementation

The Executive Director of the Airport District may authorize and direct informational and directional signs to be prepared and installed in appropriate locations, may adopt instructions and procedures to be distributed by the Airport Police Department which are consistent with and supplementary to these Rules and Regulations; and may take all other steps reasonably required in order to implement these Rules and Regulations.

120.30 Severability

If any provision of these Rules and Regulations or the application thereof to any person, entity or circumstance is held invalid, the invalidity shall not affect any other provisions or applications of the Rules and Regulations which can be given effect without the invalid provision.

120.40 Notices

All notices required to be given or sent hereunder shall be deemed sent when posted in the regular mail addressed to the Company at the last address on file or when personally delivered.

EXHIBIT A
Permit Fees

EXHIBIT B

PENALTIES FOR VIOLATION

CATEGORY 1 VIOLATIONS

Operating a vehicle with an invalid permit
Overcharging
Reckless driving
Refusal to transport a passenger
Soliciting in unauthorized area
Unauthorized use of permit
Under the influence of alcohol/drugs while conducting Ground Transportation Activities

PENALTIES

First offense: One week suspension of permit
Second offense: One month suspension of permit
Third offense: Revocation of 1 permit for six months

CATEGORY 2 VIOLATIONS

Failure to display rates
Picking up or dropping off passengers in unauthorized areas
Failure to obtain permit

PENALTIES

First offense: One day suspension of permit
Second offense: One week suspension of permit
Third offense: One month suspension of permit

CATEGORY 3 VIOLATIONS

Non-moving traffic violations
Violations of Rules and Regulations not otherwise described
Moving traffic violations
Failure to comply with inspection procedure and schedule
Failure to comply with meet and greet procedures
Failure to display identification badge/name tag
Failure to display permit
Failure to update permit information within five business days

PENALTIES

First offense: Warning
Second offense: One day suspension of permit
Third offense: One week suspension of permit

CATEGORY 4 VIOLATIONS

Insurance violations (lapse, lack of, insufficient coverage, etc.)
Expired registration
Unsafe vehicle
Improper signage on vehicle
Dress code

PENALTIES

First offense: Suspension of permit pending compliance
Second offense: Suspension of permit pending compliance
Third offense: Suspension of permit pending compliance

CATEGORY 5 VIOLATIONS

Violations are cumulative
Four violations in the same category which have not already resulted in revocation will result in revocation

PENALTY

Offense: Revocation of permit for six months

In addition to penalties noted herein, the Airport retains the right to terminate the permit in accordance with default provisions set forth in the Permit Agreement, as well as denying access to airport properties for those individuals in violation of these Commercial Ground Transportation Rules and Regulations.

EXHIBIT C
Terminal Roadway Map