

ST. LOUIS LAMBERT INTERNATIONAL AIRPORT

Ground Transportation Permit Procedures & Application

In order to begin the process for a Ground Transportation Permit at St. Louis Lambert International Airport, please complete and return the following information as soon as possible.

1. Completed Permit Application signed by a company officer
2. Certificate of Corporate Good Standing for the Missouri Secretary of State's Office dated within the past 30 days (from the MO Secretary of State Office).
3. Certificate of Registration of Fictitious Name (if applicable).
4. If this is a renewal, a list of Active Prox Cards (last 4 numbers only, see Ground Transportation Permit Renewal Application).
5. A current copy of your certificate of insurance for Automobile and General Liability in accordance with Permit requirements:

"Description of Operations" section should read **exactly**: "The City of St. Louis, its Board of Alderman, Airport Commission, officers, employees, and agents are additional insured on the General Comprehensive and Automobile Liability portions of the insurance.

The **"Certificate Holder"** portion should read exactly: "City of St. Louis, St. Louis Lambert International Airport, P.O. Box 10212, St. Louis, Missouri 63145."

Deliver to:
Anna Marie Wingron, MBA
Airport Properties Division
Ground Transportation Permit
10701 Lambert International Blvd.
Room 2501
St. Louis, MO 63145

A copy of current Airport Ground Transportation Rules & Regulations is available at www.flystl.com – "Doing Business at STL" – "Contract Opportunities".

**ST. LOUIS LAMBERT INTERNATIONAL AIRPORT
RENEWAL GROUND TRANSPORTATION PERMIT APPLICATION**

New: _____ Renewal: _____ (check one)

Type Permit:

- | | |
|--|--|
| _____ Off-Airport Parking Shuttle (H Tag) | _____ Van Service (G Tag) |
| _____ Off-Airport Rental Car Shuttle (G Tag) | _____ Charter Bus |
| _____ Custom Limousine/Livery
Vehicle/Premium Sedan (E Tag) | _____ Hotel/Motel Courtesy Vehicle (B Tag)
(_____ Public Use) |
| _____ Other Courtesy Vehicles | (_____ Flight Crew Use) |

Number of Hang Tags Needed _____

List all active Prox Cards currently in your possession, last 4 digits only. **Please note that any Prox card not listed will be deactivated.** List can be attached to the application.

Permit Active Prox Card Numbers (for Renewals)

Owner: _____
(company legally responsible for the operation of the business)

Business Name (or d/b/a name) _____
(dba or public name, as shown on Registration of Fictitious Name with the Missouri Secretary of State's Office)

Notice Address _____

Federal Tax I.D. Number _____

Management Company (if applicable) _____

Manager/Point of Contact _____ Title _____

Email Address _____

Mailing Address _____

Telephone Number _____ Fax Number _____

Local Contact (if different from above) _____

Local Address (if different from above, including email address) _____

Local Telephone Number (if different from above) _____ Fax _____

License Information: (as applicable):

Missouri Certificate of Convenience and Necessity Number _____

Federal Highway Administration (old ICC) Permit Number _____

US Department of Transportation Number _____

Metropolitan Taxi Commission Premium Sedan Permit ____ Yes ____ No
If yes, Number of Vehicles licensed _____ Number of Drivers licensed _____

Metropolitan Taxi Commission Livery Vehicle Permit ____ Yes ____ No
If yes, Number of Vehicles licensed _____ Number of Drivers licensed _____

Return Application to: Anna Marie Wingron, MBA
Airport Properties Division
Ground Transportation Permit
10701 Lambert International Blvd., Room 2501
St. Louis, MO 63145

If there are any questions, please call the above at (314) 426-8184.

Complete the following Supplemental Schedules if attached.

Fleet Information _____
Off-Airport Parking Operators _____
Public Parking Spaces _____

An Authorized Representative must sign this Application.

Signature

Date

Print Name

Title

**SUPPLEMENTAL SCHEDULE
FLEET INFORMATION**

Company Name _____

Service Provided _____

Total Number of Vehicles: Sedan _____ Van (6-14 passenger) _____
 SUV _____ Van (15 or more passenger) _____

Mark One:

_____ Interstate Transportation - Transportation across state lines

_____ Intrastate Transportation - Transportation within a state.

_____ Inter & Intra State Transportation - Transportation across state lines and within a state.

_____ Courtesy Vehicle

Please list each vehicle a hangtag will be issued to below:

Year	Make	Model	License Plate #	Color	Company Owned or Owner Operator

Attached additional pages as needed.

SUPPLEMENTAL INFORMATION

Permittees who offer Airport Parking Only

Name _____

Number of Public Parking Spaces (including Disabled Spaces) _____

You will be invoiced on a per space basis for **all** spaces in accordance with the Airport’s Ground Transportation Rules and Regulations.

Please attach a sketch map clearly showing the number of and location of each Public Parking Space.

If you are a Permittee providing multiple services, one of which is off-Airport Parking (i.e. hotel with off airport parking, rental car location with off airport parking), please provide a description of how the off airport parking spaces are designated and/or segregated:

This Permit Application will become part of your Ground Transportation Agreement upon final approval by the City of St. Louis.