

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. Metropolitan Taxicab Commission Proof of Operating License.
5. If this is a renewal, a **list of Active Prox Cards** (last 4 numbers only, see Ground Transportation Permit Renewal Application).
6. 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:

Bernadene T. Loemker

Contract Compliance Officer – Ground Transportation

Airport Properties Division

Ground Transportation Permit

Email: btloemker@flystl.com

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) _____ Off-Airport Rental Car Shuttle (G Tag) _____ Custom Limousine/Livery _____ Vehicle/Premium Sedan (E Tag) _____ Other Courtesy Vehicles	_____ Van Service (G Tag) _____ Charter Bus _____ Hotel/Motel Courtesy Vehicle (B Tag) (_____ Public Use) (_____ Flight Crew Use)
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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 Taxicab Commission: License 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: Bernadene T. Loemker
Airport Properties Division
Ground Transportation Permit
Email: btloemker@flystl.com

If there are any questions, please call the above at (314) 426-8188.

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.