



9:13 am, 09/20/2024

CLERK OF THE BOARD

Miami-Dade Aviation Department

P.O. Box 025504

Miami, FL 33102-5504

<http://www.miami-airport.com>

OPERATIONAL DIRECTIVE NO. 90-24

Last Amended: September 27, 2018

Effective: October 5, 2024

SUBJECT: GROUND TRANSPORTATION SERVICE PERMITS FOR COMMERCIAL VEHICLES AND OTHER EXPEDITE SERVICES AT MIAMI INTERNATIONAL AIRPORT (MIA)

PURPOSE: To establish service classifications, user fee collection, pickup and drop-off zones, holding areas, and traffic routes for commercial vehicles providing certain ground transportation and other expedite services at, to, or from the Miami International Airport (Airport) through the issuance of Ground Transportation Service Permits (Permits). These permits will be issued by the Miami-Dade Aviation Department (Department), pursuant to Chapter 25 of the Miami-Dade County Code. Limitations contained in this Operational Directive (OD) are designed to assure an orderly and safe ground transportation intermix of private vehicles, non-passenger commercial service vehicles, Airport-approved 24-hour demand passenger and baggage service, and off-Airport non-demand service.

I. AUTHORITY:

- A. Miami-Dade County Code, Miami-Dade Aviation Department Rules and Regulations, Chapter 25 (includes but is not limited to Section 4.1).
- B. Miami-Dade County Code, Vehicles for Hire, Chapter 31.
- C. Chapter 322.264 Florida Statutes – “Habitual Traffic Offender” Defined.
- D. Chapter 324.032 Florida Statutes – Manner of Proving Financial Responsibility; For-hire Passenger Transportation Vehicles.
- E. Miami-Dade Aviation Operational Directive (OD) 99-02 Operational Directives.
- F. Miami-Dade Aviation Operational Directive (OD) 99-03 Written Directive System.

II. DEFINITIONS:

- A. Cruising: Any commercial vehicle that repeatedly enters the Landside area of the Airport with no passenger and then leaves the Landside area with no passenger. This is generally for the purpose of advertising the company’s services.
- B. Permit: Authorizes the holder of such document to conduct certain commercial activities within prescribed areas of the Airport during the term of the permit and

subject to the General Terms and Conditions specified in Annex A incorporated herein by reference.

- C. Permittee: Commercial entity holding a Permit to conduct business at the Airport.
- D. Per Trip: A one-way trip to prescribed areas of the airport, either to drop-off or pick-up passengers.

III. POLICY:

- A. This OD applies to all companies conducting the services described herein, to or from the Airport, whether routinely or on a one-time basis, excluding taxicabs, transportation network entities (TNE), government vehicles, public transportation services, and those companies providing ground transportation services under contract authorization from the Miami-Dade Aviation Department.
- B. All companies providing vehicle transportation to and/or from the Airport must obtain a Ground Transportation Permit for the vehicle. See Annex B for the Application Form.
- C. Issuance of a Permit creates no vested or exclusive rights. Failure to comply with any applicable Federal, State, or Miami-Dade County laws may result in the suspension or revocation of the permit.
- D. To protect Airport facilities and to maintain acceptable air quality levels, the Department reserves the right to limit the size of Permittee vehicles and to specify the types of fuels that may be used by Permittee vehicles on Airport property.
- E. If necessary, the Department may limit the number of permits issued or renewed hereunder through a competitive bidding process or other qualifying process determined by the Airport.
- F. Ground transportation annual permit renewal fees are established and approved yearly by the Board of County Commissioners as part of the Department's Rates, Fees and Charges. Current fees can be obtained by contacting the Department's Landside Operations Division at 305-876-7497 or 305-876-8307.
- G. Authorized department personnel, law enforcement officers, and Department of Transportation and Public Works (Passenger Transportation Regulatory Division) Code Enforcement staff will administer and enforce the applicable ground transportation provisions of Chapter 25 (including, but not limited to Sections 3.1(a)(3) and 4.1) and this OD.

- H. The Department has entered into a contract with a company to provide exclusive demand ground transportation service. Nothing in this OD shall allow or be deemed to allow any other company to provide demand ground transportation service from the Airport.
- I. Cruising is prohibited and shall be grounds for suspension and/or revocation of the Permit.

IV. PERMIT CLASSIFICATIONS:

To apply for a permit, use the Application Form in Annex B, incorporated herein by reference.

A. General Service Permit Classifications

Permits issued to a commercial entity (Permittee) to provide ground transportation services to or from the Landside of the Terminal area and on the public roadways of the Airport, will be issued in one of the following ground transportation service classifications:

GENERAL CLASS A – Prearranged Service

GENERAL CLASS B – Commercial Service

GENERAL CLASS C – Crew Service

GENERAL CLASS D – Delivery Service

GENERAL CLASS E – Expedite Service

B. General Class A – Prearranged Service

This service is defined as commercial ground transportation provided by a single vehicle or, in the case of large groups, by multiple vehicles, either to the Airport or to a predetermined specific location, when such service is contracted for in advance of the arrival at the Airport of both the passenger and the Permittee providing such service.

Permittees under sub-classes A-1, A-2, and A-3, must have the appropriate **For Hire Certificate** or **Passenger Motor Carrier Certificate** under Chapter 31 of the Miami-Dade County Code. The Permit will be issued to the company based upon passenger capacity of the equipment used, and will be classified as follows:

1. Sub-class A1 – Bus Permit

This permit will be issued to a Permittee providing such prearranged service and using vehicles with a rated seating capacity in excess of 25 passengers.

2. Sub-class A2 – Van Permit

This permit will be issued to a Permittee providing such prearranged service and using vehicles with a rated seating capacity of not more than 25 passengers and not less than 10 passengers.

3. Sub-class A3 – Limo Permit

This permit will be issued to a Permittee providing such prearranged service generally with a limousine having a valid for-hire permit issued under Chapter 31 of the Miami-Dade County Code.

C. General Class B – Commercial Service

This service is defined as ground transportation provided in the off-airport commercial operation of any hotel, motel, or other commercial activity whereby the company uses a company vehicle to provide courtesy shuttle services to transport the public to the airport or to its business location. If a direct fee is charged, the company must be properly certified under Chapter 31 of the Miami-Dade County Code. Class B Permits will be classified as follows:

1. Sub-class B1 – Hotel/Motel (small vehicle) Commercial Permit

This permit will be issued to those local area hotels and motels providing such courtesy vehicle service to the public, between the Airport and their respective business locations in vehicles owned and/ or operated by the Permittee using vehicles with a rated seating capacity not to exceed 15 people.

2. Sub-class B2 – Hotel/Motel (large vehicle) Commercial Permit

This permit will be issued to those local area hotels and motels providing such courtesy vehicle service to the public, between the Airport and their respective business locations, in vehicles owned and/or operated by the Permittee and having a rated seating capacity of 16 or more people.

3. Sub-class B3 – Commercial Permit (small vehicle)

This permit will be issued to companies providing such courtesy vehicle service to the public between the Airport and their respective business locations, as a part of the commercial service extended by the Permittee, largely in conjunction with travel arrangements established prior to the passenger's arrival at the Airport; in vehicles owned or operated by the Permittees and having a rated seating capacity not to exceed 15 people.

4. Sub-class B4 – Commercial Permit (large vehicle)

This permit will be issued to companies providing such courtesy vehicle service to the public between the Airport and their respective business locations, as part of the commercial service extended by the Permittee, largely in conjunction with travel arrangements established prior to the passenger's arrival at the Airport; in vehicles owned or operated by the Permittees and having a rated seating capacity of **16 or more** people.

D. General Class C – Crew Service

1. Sub-class C-1 – Crew Service Permit (Small Vehicle)

This permit will be issued to companies providing ground transportation services under written authorization of an air carrier or cruise line including, but not limited to the transporting of company crew members or passenger baggage and property between the Airport and a location designated by the air carrier or cruise line. Vehicles used by the Permittee operating into the Airport shall have a rated seating capacity **not to exceed 15** people.

2. Sub-class C-2 – Crew Service Permit (large Vehicle)

This permit will be issued to companies providing ground transportation services under written authorization of an air carrier or cruise line including, but not limited to the transporting of company crew members or passenger baggage and property between the Airport and a location designated by the air carrier or cruise line. Vehicles used by the Permittee operating into the Airport shall have a rated seating capacity of **16 or more** people.

E. General Class D – Delivery Service

This service is defined as both aeronautical and non-aeronautical routine delivery activities to, on, or from the Airport which are not included under the provisions of any other permitted service. Permittees under this classification must comply with the delivery times and parking zones established by the Department's Landside Operations Division.

F. General Class E – Expedite Service

This service is defined to include those commercial entities providing services such as expedited mail, unwrapped baggage delivery, small package courier, or armored car services, whether for aeronautical or non-aeronautical purposes. It does not include the transport of people, and services performed under the provisions of any other MIA permitted service. Permittees in this classification can pick up or drop off in any of the public access lanes. Service vehicles and items, including baggage and small packages, must be attended at all times in accordance with Aviation Department rules and regulations.

G. Temporary Delivery Permit

A Temporary Delivery Permit will be issued to those companies providing incidental and non-routine direct service to Airport tenants, buildings or others operating at the Airport.

H. Temporary Passenger Drop-off/Pick-up Permit

A Temporary Passenger Drop-off/Pick-up Permit will be issued to those companies providing passenger drop-off/pick-up services no more than six (6) times per calendar year, using the *per trip* definition noted in Section II. D., above. The Permit can be obtained by contacting the Department's Landside Operations Division prior to transport at 305-876-7497 or 305-876-8307 Monday through Friday from 8:00 am to 4:30 pm. The company will be required to provide their occupational license, vehicle registration, insurance certificate, and arrange to make payment of the applicable ground transportation fee (approved annually by the Board of County Commissioners as part of the Department's Rates, Fees and Charges) for their class of vehicle as previously defined in this section. A temporary permit will be sent or emailed to the Permittee once documentation submitted has been reviewed and the fee has been paid.

V. PICKUP ZONES:

- A. Vehicle Pickup Zones are designated to provide the maximum allowable convenience to the traveling public and to maintain the efficiency of the roadway system. Pickup Zones are specifically assigned by general service classification and may also be assigned by service sub-classification within a general class.
- B. The location of Pickup Zones is subject to change from time to time, without notice, due to construction, weather, unusual traffic situations or environmental and operational requirements. Pickup Zones for each classification are shown on Annexes C, D, and E.
- C. Permittee Vehicles are required to pick up passengers and/or baggage ONLY in the Pickup Zones assigned to their general and/or sub-classification of service.
- D. Each Pickup Zone is appropriately posted to identify the type of service allowed in each Zone. Vehicles may not remain in a Pickup Zone in excess of two minutes, unless otherwise posted.

VI. DROP-OFF ZONES:

- A. Vehicles are to drop-off passengers on the upper (departure) level of the Terminal unless specifically authorized by the Department's Landside Operations Division.

VII. PICKUP REQUIREMENTS:

- A. Prearranged and Crew Permit vehicles may proceed to the Bus Holding Lot (South Bus Station) for staging (see Annex E) and will not proceed to the Pickup Zones until passengers and baggage are ready for loading. Commercial vehicles shall not load passengers on the upper (departure) level of the Terminal unless specifically authorized by the Department's Landside Operations Division.
- B. Expedite services shall limit their use of the designated Pickup Zone to a maximum of ten minutes unless otherwise specifically approved by the Department's Landside Operations Division.
- C. All commercial vehicle drivers shall turn off vehicle engines unless engaged in active loading of passengers or baggage.
- D. Drivers shall remain in the general vicinity of their vehicles and shall not leave their vehicle unattended.
- E. Unattended vehicles will be towed at owner's expense.

VIII. AMENDMENTS:

The Department reserves the right to amend this operating policy at any time based on current law, Miami-Dade County policies and operating needs.

IX. REVOCATION:

Revocations and removal of established Department policies requires written justification by requesting division management for review and concurrence by the Department's Aviation Regulatory Compliance and Audit Division. Upon written concurrence, the revocation request will be submitted, by the Aviation Regulatory Compliance and Audit Division, for approval by the Aviation Director. Should the written directive be an Operational Directive, the authorized revocation justification will be sent to the Clerk of the Board for filing with the original Operational Directive under revocation. All approved revocation justification memoranda shall be posted to the Department's Written Directives Log to identify why the directive has been revoked to maintain ongoing operational accountability.

X. SEVERABILITY:

If any court of competent jurisdiction determines that any provision in this policy is illegal or void, that provision shall be nullified, and the remainder of this policy shall continue in full force and effect. If such court rules that any charge, fee, or security deposit requirement is illegal or void, the Aviation Director is authorized and directed

to impose a charge, fee, or security deposit requirement that complies with the court order or applicable provisions of law, which shall become effective on the date of imposition and shall continue until modified by the Miami-Dade County Board of County Commissioners.

XI. EFFECTIVE DATE:

This OD shall become effective 15 days subsequent to its filing with the Clerk of the Circuit Court as Clerk of the County Commission. This OD shall remain in effect until revoked or modified.

XII. CROSS REFERENCES: None

Approved By:



Ralph Cutié, Aviation Director

Date:

9/19/24

Attachments:

Annex A – General Terms and Conditions

Annex B – Application for Ground Transportation Service Permit

Annex C – Arrival/Baggage Claim Level Curbside – Miami International Airport

Annex D – Departure/Ticketing Level – Miami International Airport

Annex E – Location Map to South Terminal Bus Holding Lot – Miami International Airport

GENERAL TERMS AND CONDITIONS

- A. Permit applicants must complete an Application Form, Annex B, and keep the required information updated at all times. Along with the Application, the Permittee shall attach copies of all permits, occupational licenses, insurance certificates and any other documents required by law for the conduct of business set forth in the Application. This Permit is not transferable and only applies to those areas of the Airport specifically permitted by this Operational Directive (OD).
- B. Current Miami-Dade Aviation Department (Department) Permit Decals shall be prominently displayed on each Permittee's vehicle along with the name of the Permittee and other means of identification such as numerals, at all times. Permit decals will not be replaced by the Department without a written request from the Permittee accompanied with the old decal.
- C. Permittees shall comply with Chapters 25 and 31 of the Miami-Dade County Code, as well as with pertinent Departmental ODs and all other applicable Federal, State, and County laws, ordinances, and rules and regulations. Any vehicle found in violation, will be subject to fines and penalties and will be immediately prohibited from operating at Miami International Airport (MIA) until such deficiency has been corrected and the vehicle has been recertified.
- D. The vehicle(s) operated under the Permit shall be subject to inspection and approval by the Department as to size, engine exhaust, radio communication equipment, passenger access, current validity of the Permit, and other matters pertaining to the efficient, safe, and environmentally acceptable operation of the vehicle at the Airport.
- E. All Permittees drivers must possess a current and valid Chauffeur's or Operator's License, appropriate to the service being performed.
- F. Applicants must pay the applicable fees, charges, related security deposits, and renewal fees for use of the ground transportation facilities and services of the Airport.
- G. Permit decal applicants must obtain a separate decal for each type of classification of service advertised or offered.
- H. Permittees providing multiple class service shall pay the highest fee applicable to the vehicle being utilized.
- I. All permit decals must be properly affixed on each authorized vehicle.
- J. Permit decals are not transferable and do not extend beyond the boundaries specifically permitted by this OD or as amended from time to time.

- K. The Department will not replace decals without a written request accompanied with the old decal from the Permittee. Class E Permit Decals must be returned prior to the issuance of a replacement.
- L. The permit in no way establishes or vests in the Permittee any right to priority use of any Landside area or in any way restricts the Department from assigning priorities by sub-class of the Airport Landside ground transportation resources so as to assure appropriate allocation of such resources to all users of the Airport and to ensure the orderly intermix of the various sub-classes of off-airport commercial ground transportation companies with ground transportation franchise or contract operators, Airport terminal tenants, governmental vehicles, and noncommercial users of the Airport.
- M. Permittees agree that the Department may install electronic or non-electronic counting devices as a means of determining the number of trips made by each vehicle of the Permittee. These devices are not transferable to another vehicle and must be returned to the Department when the vehicle is taken out of service. The Permittee is responsible for payment of all transactions recorded by the counting devices until returned to the Department.
- N. Permittees agree to maintain in good working order whatever receiving devices, decals, bar codes or other installed equipment necessary for such counting on each vehicle operating at MIA.
- O. Permittees must notify the Department prior to using new or replacement vehicles at MIA, in order for the Department to be able to install the foregoing items on such vehicles.
- P. Upon termination or expiration of permits, Permittees must return to the Department all Automated Vehicle Identification (AVI) devices. Failure to return AVI devices will result in a fifty-dollar (\$50.00) charge per unit not returned.
- Q. Permittees shall not discriminate or permit discrimination against any person or group of persons on the grounds of race, creed, color, sex, national origin, ancestry, age, disability, or in any other manner pursuant to Title 49, Code of Federal Regulations, Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964, and as said regulations may be amended from time to time; and as prohibited by State and local law, or by Rules and Regulations of the U.S. Secretary of Transportation, while exercising any of the rights or privileges granted by the Permit. The County may take such action as the laws of the United States may direct or authorize in order to enforce this nondiscrimination covenant.

R. HOLD HARMLESS CLAUSE

Permitees shall defend, indemnify, save and hold the County harmless from any and all claims, liabilities, losses and causes of action against the County and its employees, which may arise out of the performance or nonperformance by the Permittee of the rights and privileges granted by the Permit. Further, and without limiting the generality of the foregoing, such indemnity and hold harmless agreement shall extend to all attorneys' fees and costs incurred in administrative, trial, appellate review or collateral proceedings.

S. INSURANCE REQUIREMENTS

1. In addition to such other insurance as may be required by law, Permittees shall maintain, at a minimum, the following during the term of the Permit:
 - a. Automobile Liability Insurance in the amounts of:
 - \$125,000 per person
 - \$300,000 per occurrence for bodily injury
 - \$ 50,000 per occurrence for property damage
 - b. General Liability Insurance on a comprehensive basis, including Contractual Liability, in an amount no less than \$300,000 combined single limit per occurrence for bodily injury and property damage.
2. The insurance coverage required herein shall include those classifications as listed in the standard liability insurance manual, (which most nearly reflects the operations of the Permittee.
3. All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida with either of the following qualifications:
 - a. The company must be rated no less than A- as to management, and no less than Class VII as to financial strength, by the latest edition of Best's Insurance Guide, published by A.M. Best Company, Oldwick, New Jersey or its equivalent, subject to the approval of the Miami-Dade Risk Management Division or
 - b. The company must hold a valid Florida Certificate of Authority as may be shown in the latest list of all Insurance Companies Authorized or Approved to do Business in Florida, issued by the State of Florida Department of Insurance and

- c. The company must be a member of the Florida Guaranty Fund.
- 4. The Permittee shall furnish the appropriate Certificates of Insurance to the County (must be an original certificate issued by the insurance company) as part of the Permit application. Such Certificates shall clearly indicate:
 - a. That the Permittee has obtained insurance in the type, amount, and classifications as required;
 - b. That the County is named as an additional insured for the general liability coverage required hereunder; and
 - c. That no material change or cancellation of said insurance shall be effective without 30 days prior to written notice to the Department.
- 5. Upon reasonable notice, the Department reserves the right, to examine the original policies of insurance, including but not limited to, binders, amendments, exclusions, riders, and application to determine the validity of the policy and the true extent of coverage. The Permittee agrees to allow such inspection at the Department's Landside Facilities Management office.
- 6. The Department reserves the right to request in writing from the Permittee to provide reasonably amended insurance coverage as it deems necessary or desirable.
- 7. Compliance with the foregoing insurance requirements shall not relieve the Permittee of the full extent of its liability under any portion of this Permit. Nothing in this section is intended to or shall prevent any qualified Permittee from becoming a self-insurer to the extent and in the manner provided by the laws of Florida, provided that the aggregate amount, type of self-insurance, and excess coverage provided by an insurance company or companies meeting the foregoing qualifications equals or exceeds the respective amounts set forth above as minimum insurance requirements.

T. DEPOSITS

Permittee is required to submit a \$1,000 initial deposit. The Director, or his designee may, at their sole discretion, adjust the Deposit amount at any time after three months from the date the Permit is issued to establish a Deposit amount approximately equal to up to two months of the Monthly Permit Fee. The Deposit shall be paid in lawful money of the United States or acceptable method approved by the Department.

U. GROUNDS FOR SUSPENSION, CANCELLATION OR REVOCATION OF PERMITS

1. The Department reserves the right to suspend or cancel the Permit, if the Permittee, its agents, servants, employees, contracted employees or independent contractor providing services for the Permittee violate any item described in these General Terms and Conditions, Operational Directive 90-24 or any County Ordinance, Federal or State statute or regulation applicable to its permitted operations at MIA. This will be in addition to any penalty provided by the County, State, or Federal laws or regulations.
2. Suspension or cancellation of a Permit may be imposed after an Administrative Hearing before the Department's Assistant Director responsible for Landside Operations Division or other Departmental designee, and upon finding that one or more violations of these General Terms and Conditions has occurred. Such Administrative Hearing may be convened immediately upon oral or written notice to Permittee, Permittee's General Manager, or Permittee's employee or officer indicated by Permittee to be authorized to receive such notices or any service of process. Except for violations of Miami Dade Code Section 31-602(b) Out-of-County Origin Exception, in which suspension will occur upon notice from the Department of Transportation and Public Works.
 - a. *Grounds for suspension of permit: (The suspension shall continue for so long as the condition continues)*
 - i. Cancellation or lapse of insurance coverage.
 - ii. Expiration, for any reason, of the Permittee's vehicle license plate.
 - iii. Failure to pay the fees required hereunder, and such failure continues for ten days after the Permittee receives the written demand for such payment. However, suspension for non-payment shall be held in abeyance for as long as the Permittee maintains in good faith an action in court contesting the Permittee's liability to pay the fees.
 - iv. Permit Holder has been found guilty and/or pleaded guilty of two or more violations of Miami Dade Code Section 31-602(b) (Out-of –County Origin Exception).
 - b. *Grounds for cancellation or revocation of permit: (Effective upon the date of cancellation or revocation provided to Permittee following the Hearing Procedures outlined in paragraph d. below).*

- i. Cancellation or lapse of insurance coverage without securing comparable replacement insurance, or failure to renew a vehicle's license plate.
- ii. Loss of authority to do business in Florida or in Miami-Dade County, or loss of any other authority to engage in ground transportation services.
- iii. Ceasing to do business at MIA for 60 days or more, except for companies that have advised the Department in writing that they provide seasonal business.
- iv. Drivers with suspended, revoked or canceled driver license.
- v. Drivers who have been found to be "habitual traffic offenders" under Section 322.264, Florida Statutes, as amended from time to time.
- vi. Three or more incidents of a Permittee, or a Permittee driver's failure to comply with Airport rules, regulations or directives after such Permittee or Permittee's driver has received written warnings or has received civil notices of such failure.
- vii. Three or more incidents where a Permittee or Permittee's employee, greeter or contract greeter fails to comply with Airport rules, regulations or directives after such Permittee or Permittee's employee greeter or contract greeter has received written warnings or has received civil notices of such failure.

c. *Schedule of penalties:*

The following schedule of penalties shall apply to any of the above listed violations and any company that removes, tampers with, renders inoperable or in any way negates or interferes with the performance of any electronic or non-electronic measuring device issued by or required by MDAD as a provision of certain commercial operations:

- i. 1st Violation: Fine equal to previous 10-day charges.
- ii. 2nd Violation: Fine equal to previous 30-day charges.
- iii. 3rd Violation: Permit suspended for 10 days.
- iv. 4th Violation: Permit suspended for 30 days.

- v. 5th Violation: Permit revoked.

The following schedule of penalties shall apply to violations of the Miami Dade Code Section 31-602(b):

- i. Second violation of Section 31-602(b): a (3) three-month suspension of a vehicle transponder in which no pick-ups or drop-offs are allowed at MIA.
 - ii. Third violation of Section 31-602(b): a (12) twelve-month suspension of MIA Permit and suspension of all vehicle transponders in which no pick-ups or drop-offs are allowed at MIA.
 - iii. A reinstatement fee of \$50.00 for each transponder.
- d. *Procedures for suspension, cancellation, or revocation of permits:*
- i. In order to suspend, cancel, or revoke a permit, the Department will send to the Permit holder a notice of violation by certified mail, return receipt requested, which shall include a date and time at which a hearing will be held to consider the matter. Except for violations of Miami Dade Code Section 31-602(b) in which the Department will send to the Permit holder a notice of violation by certified mail, return receipt requested, which shall include a date, time and vehicle(s) that the Permit Holder must present on MIA property for removal of transponder(s) and MIA Permit Decal.
 - ii. Failure to receive such notification will not invalidate a suspension or cancellation if the notification was mailed to the company at the address shown on the Permit.
 - iii. When in the Department's reasonable determination, an emergency condition or event has occurred, a hearing may be convened immediately upon oral notice to the Permittee.
 - iv. Any party may be represented by counsel at such hearing, who may present witnesses, exhibits, and evidence in the Permittee's defense.

- v. Review of such suspension or revocation shall be by certiorari to the Miami-Dade County Circuit Court, or in whatever matter may be required or permitted by law.
- vi. The Department reserves the right to establish the specific dates of suspension or to waive any condition or event which will otherwise result in a suspension or cancellation when considering the safe and the efficient operation of MIA, including the availability of alternate means of ground transportation for the public.
- vii. Any such waiver shall not preclude the Department from subsequently suspending, canceling or revoking the permit based on any such condition or event occurring after the waived condition or event.

ANNEX B

MIAMI-DADE COUNTY AVIATION DEPARTMENT APPLICATION FOR GROUND TRANSPORTATION SERVICE PERMIT

Company Name: _____ Contact Name: _____

Address: _____

Phone: _____ Fax: _____ E-mail: _____

2. General and Sub-class of Permit requested:

- () New () Renewal Permit # _____
- A - Prearranged Service
Sub-Class: () A1-Bus () A2-Van () A-3 Limo
- B - Courtesy Service
Sub-Class: () B1-Hotel/Motel (*Small*) Commercial Permit
() B2-Hotel/Motel (*Large*) Commercial Permit
() B3-Commercial Permit (*Small*)
() B4-Commercial Permit (*Large*)
- C - Crew Service
Sub-Class: () C1-Crew Service Permit (*Small*)
() C2-Crew Service Permit (*Large*)
() Delivery Service Permit
() Expedite Service Permit

3. Applicant must attach copies of Occupational License, Vehicle Registration and Insurance Certificates with a 30-day Cancellation. Including Self-Insurance.

MINIMUM INSURANCE REQUIREMENTS

Automobile Liability Insurance in the amounts of:

\$ 125,000 per person

\$ 300,000 per occurrence for bodily injury

\$ 50,000 per occurrence for property damage

General Liability Insurance on a comprehensive basis includes Contractual Liability in an amount not less than \$300,000. Combined single limit per occurrence for bodily injury and property damage.

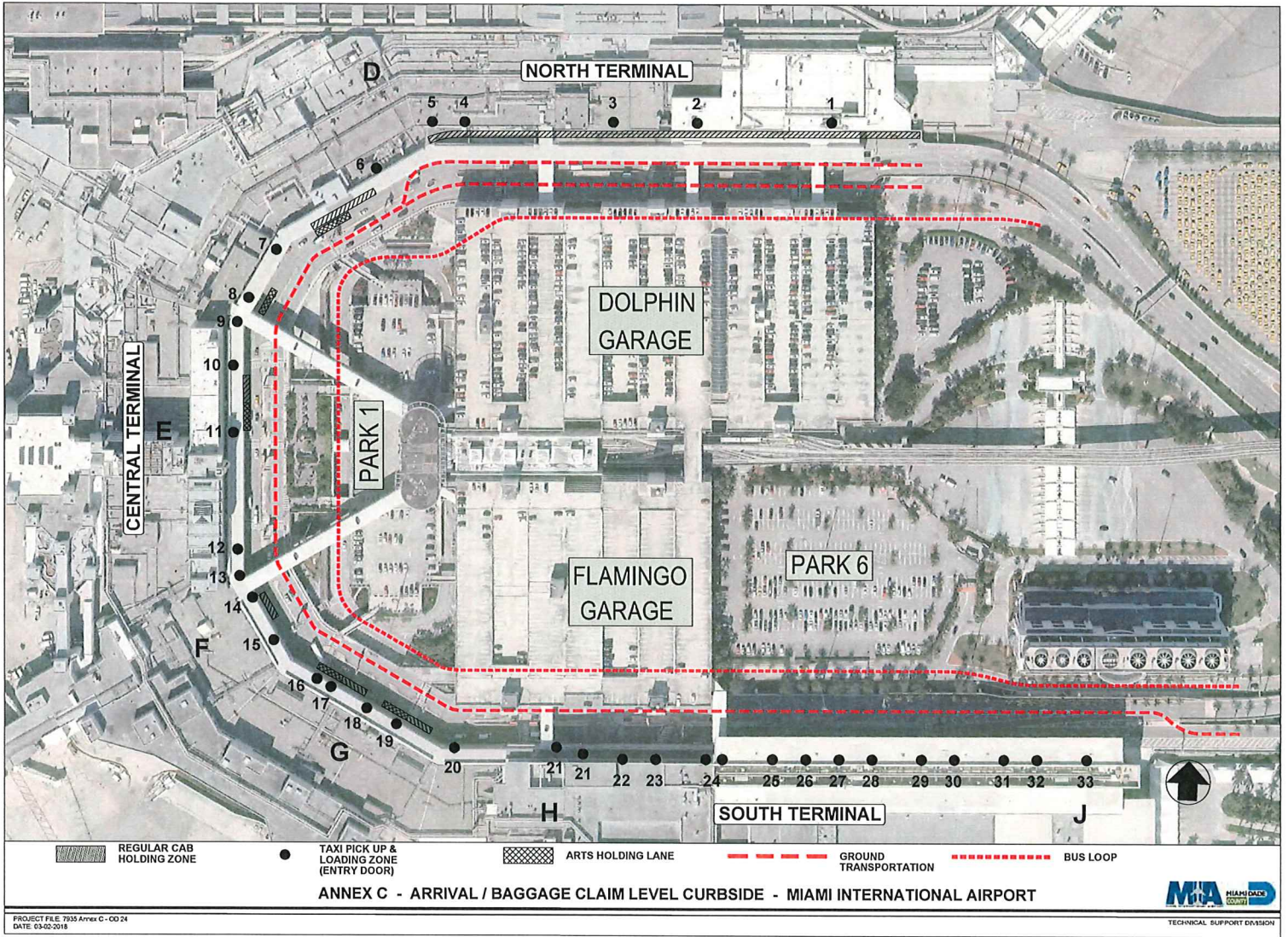
4. Vehicle identification (continue on an attached sheet, if needed):

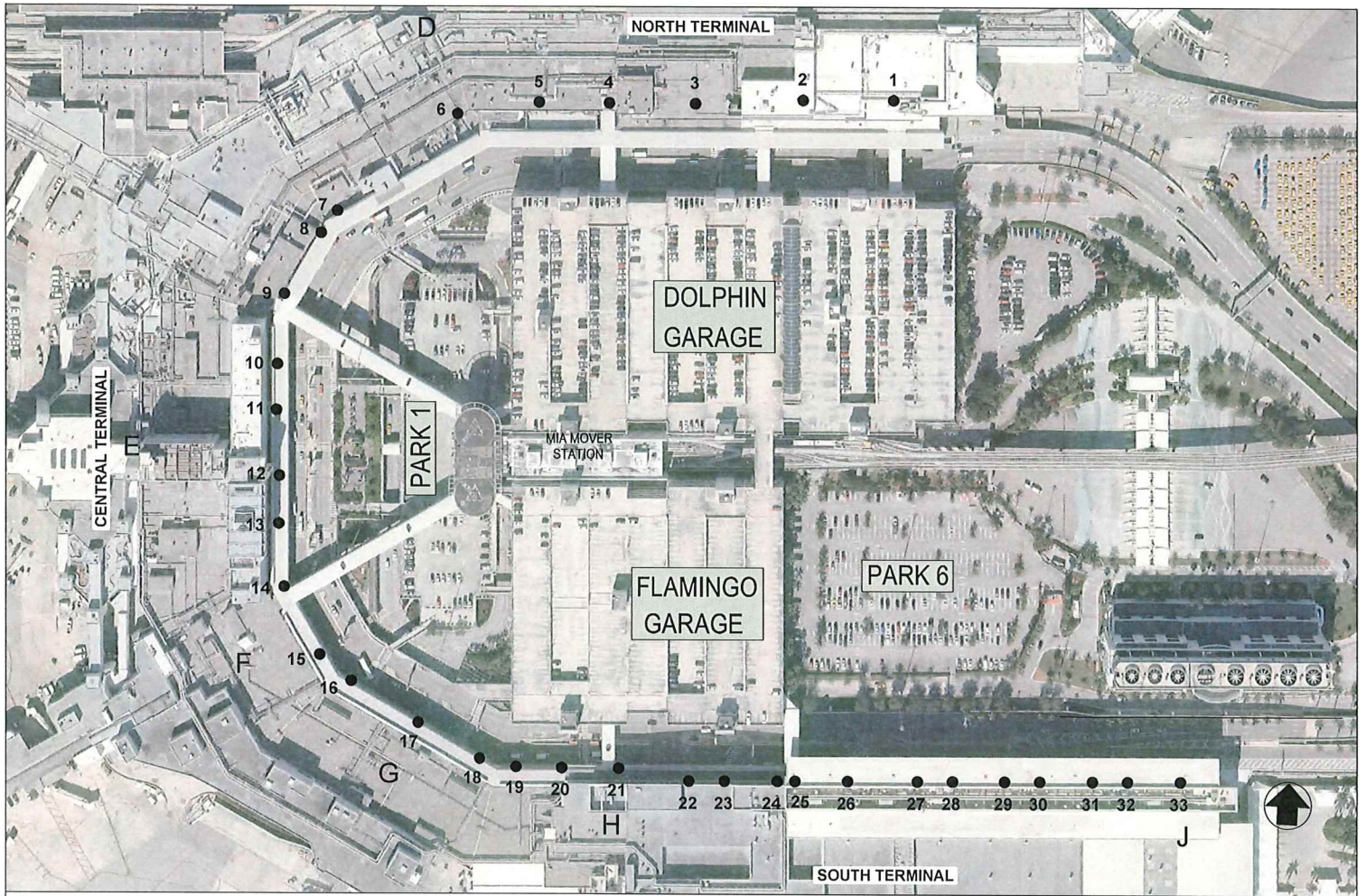
Sub-Class	Rated Seating Capacity	Make	Tag Number	Year	V.I.N. Number

The Applicant by submitting this Application agrees to abide by all the terms and conditions of Chapter 25 Code of Miami-Dade County and of Operational Directive No. 90-24 and warrants that all information herein is true and correct.

Date

Applicant's Signature and Title

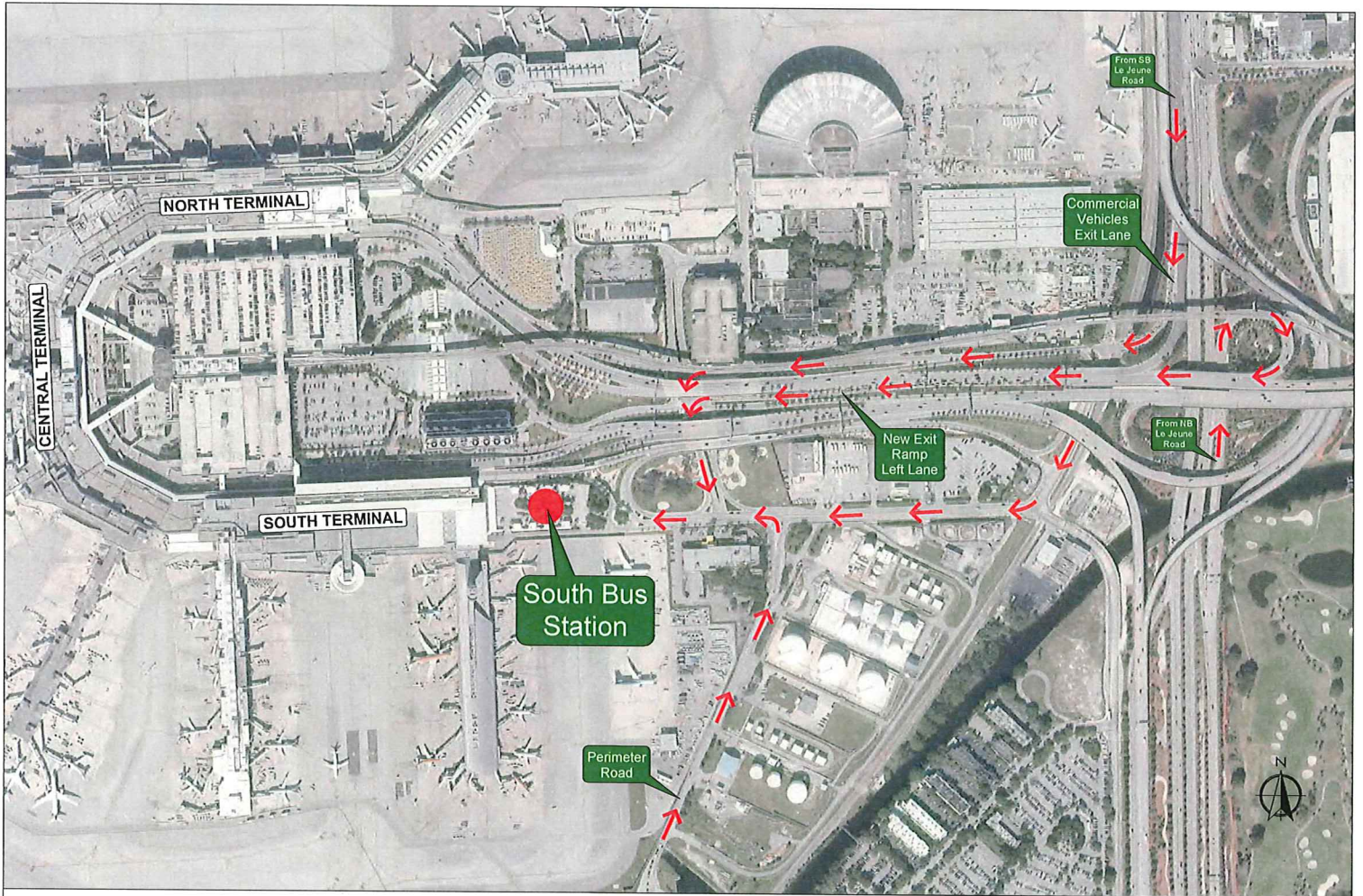




— Ticket Counter
● Entry Door

ANNEX D - DEPARTURE / TICKETING LEVEL
MIAMI INTERNATIONAL AIRPORT





ANNEX E - LOCATION MAP TO SOUTH TERMINAL BUS HOLDING LOT
MIAMI INTERNATIONAL AIRPORT

