LAX Ground Transportation Permits Office

0 Annual Administrative Fee (2010 next due fees lat avaidance if anu)
 50 Annual Administrative Fee (2019 past due fees, lot avoidance if any) Company Check, money order, or cashier's check only. No new checks, cash or personal checks will be accepted.
npleted Ground Transportation Information Form (can be accessed using website link, see below)
 urance "Approved"/"Complete" by LAWA Risk Management (424-646-5487) If your company profile is not in PINS Advantage the Vehicle Schedule must be emailed to Risk Insurance with a cc: to Infolandside@lawa.org before you begin bringing in vehicles for re-decal. Call our office for more information.
 rent DMV Commercial Registrations for all vehicles in fleet No vehicles will be added until the entire current fleet is re-decaled.
 ifornia Public Utilities Commission (CPUC) compliance All vehicles in the current fleet must be on the authorized equipment list; you may contact the LAX Ground Transportation Permits Office ahead of time to confirm the vehicles on your authorization list.
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*NOTE: Your renewal will not be processed without all of the above. You may call the Ground Transportation Permit ahead of time for information on any of the above.

Contact our Office:	Telephone: 424-646-6 Website: www.lawa.o	460 Email: infolandside@lawa.org rg/en_airport_operations_GTPermits
Office Hours:	Monday – Thursday <i>Fridays</i> 2 nd Wednesdays Closed all Holidays	7:30am – 3:30pm 7:30am – 12:00pm 7:30am -2:00pm

Frequently Asked Questions

Q: May I pay the annual fee later?

A: No. Required payments, all required documents, and all vehicles must be brought in for inspection within the assigned re-decal period to avoid late fees.

Q: May I have my decals mailed to me?

A: No. We must visually inspect each vehicle in your fleet every year that we re-decal.

Q: When do I have to pay late fees?

A: After your assigned re-decal period has passed. If you have not paid your Annual Fees (past annual & late fees if applicable) <u>and</u> if you have not re-decaled your entire fleet you must pay \$20 per month every month until everything is complete. We will not process any transactions until all fees have been paid.

Q: May I mail in my paperwork and payment?

A: Yes, but the vehicles in your fleet must be brought to the Ground Transportation Permit Office for visual inspection & re-decal <u>before</u> the end of the assigned re-decal period for your company. Otherwise a late fee will be applied every month until the fleet is completely re-decaled.

Q: May I submit my annual payment and bring my vehicles before my assigned re-decal period?

A: Yes. The basic annual fee is \$150 per company. Contact the Ground Transportation Permits Office if you think you have not paid for last year and we will check your company status.

Q: I have current insurance so why is my insurance "Not Approved"?

A: You may have insurance but possibly have not had your insurance agent/broker submit proof of your insurance to LAWA Risk Management. Contact the Ground Transportation Permits Office to check your insurance status.