



Application for LAX Certified Service Provider License Agreement

The Board of Airport Commissioners approved the Certified Service Provider License Agreement (CSPLA) for Los Angeles International Airport (LAX) to grant the non-exclusive right to access the airport to companies providing services to LAX airlines and/or tenants. Companies interested in providing a Certified Service Provider Program (CSPP) regulated service(s) at LAX must meet all minimum program requirements to apply for and obtain a CSPLA.

For more information regarding the CSPP Requirements, and the CSPLA application and required attachments, please visit the CSPP website at: www.lawa.org/cspp

Please send your completed CSPLA application and required attachments to: airfieldpermits@lawa.org

We appreciate your interest and look forward to working with you throughout the application process. If you have any questions, please feel free to contact the Airfield Permits Unit at (424) 646-5880 or airfieldpermits@lawa.org.

CSPLA APPLICATION CHECKLIST

Legal/Corporate Company Name:

Business Name (dba):

- Letter(s) of Intent
- Letter(s) of Verification
- Corporate Documents (Articles of Incorporation)
- Business Tax Registration Certificate or Exemption Letter
- Active Status with the California Secretary of State
- Contractor Responsibility Program (CRP) Questionnaire & Pledge of Compliance
- LAX Scope of Services
- LAX Annual Emergency Preparedness Training (EPT) Letter of Intent
- Online LAX Alternative Fuel Vehicle Reporting Confirmation
- Online LAX Ground Support Equipment (GSE) Policy Reporting Confirmation
- Fictitious Business Name Statement (if applicable)
- Equipment & Vehicle Inventory List (if applicable)
- Non-LAWA Agency Violations Form (if applicable)
- Company Equipment/Vehicle Authorization Letter (if applicable)
- LAX Space Authorization Agreement (if applicable)
- LAWA Lease/UTC/Tariff Letter/Consent to Sublease Agreement with LAWA (if applicable)
- Corrective Action Plan* (if applicable)

*LAX Certified Service Providers that received **Conditional Approval** from LAWA during the CSPP Recertification Process are required to submit a corrective action plan that addresses any operational deficiencies identified on the recertification compliance checklist.

NOTE: All CSPLA forms and templates are located on the CSPP website at www.lawa.org/cspp.

COMPANY PROFILE

BUSINESS INFORMATION

Legal/Corporate Company Name:

Business Name (dba):

Will your company be operating at LAX under your dba?: Yes No N/A

City of L.A. Business Tax Registration Certificate (BTRC) No. #:

Business Structure:

<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Corporation
<input type="checkbox"/> Limited Liability Company (LLC)	<input type="checkbox"/> Limited Partnership	<input type="checkbox"/> Other

Describe other:

CORPORATE CONTACT INFORMATION

Corporate Contact:

Title:

Mailing Address:

City:

State: Zip:

Work Phone:

Cell Phone:

Email:

Website Address:

CSPP COMPLIANCE OFFICER INFORMATION

Name:

Title:

Mailing Address:

City:

State: Zip:

Work Phone:

Cell Phone:

Email:

LAX SAFETY & TRAINING MANAGER CONTACT INFORMATION

Safety Manager Name:

Title:

Work Phone: Cell Phone:

Email:

Training Manager Name:

Title:

Work Phone: Cell Phone:

Email:

BILLING CONTACT INFORMATION

Name:

Title:

Mailing Address:

City:

State: Zip:

Work Phone:

Cell Phone:

Email:

ADDITIONAL COMPANY INFORMATION

Check the box that best describes your company's Ownership and Corporate Name Changes:

1. Is your firm a subsidiary, parent, holding company, or affiliate of another firm? Yes No

If yes, please describe:

2. Have any of the firm's owners, partners, or officers operated a similar business in the past 5 years? Yes No

If yes, please describe:

3. Has the firm changed names or more than 49% ownership in the past five years? Yes No

If yes, please describe:

4. How many years has your firm been in business under its current name?

5. Has your firm received any violations issued by non-LAWA regulating agencies at LAX during the past 12 months? Yes No

If yes, please complete and submit the [Non-LAWA Agency Violations Form](#).

BASIC INFORMATION

LAX CONTRACTS

How many executed airline/tenant contracts do you have to provide a CSPP-regulated service(s) at LAX?

PAST WORK EXPERIENCE

How many years have you been providing the selected CSPP-regulated service(s)?

How many companies have you provided the selected CSPP-regulated service(s) to in the past 3 years?

PERSONNEL AND TRAINING

Does your company currently meet the personnel and training requirements identified in Section 3.5 of the CSPP Requirements?

Yes No

Does your company currently have an employee safety training program(s) in place for LAX operations?

Yes No

Will you be providing recurrent safety training and briefings on LAX Rules and Regulations for employees at LAX?

Yes No

SERVICE AND LOCATION

SERVICE(S) AND LOCATION(S) TO BE PERFORMED

NOTE: Only one (1) Service Location Form may be submitted per LAX customer at LAX. If more than five (5), please attached list of LAX customers, service types, and locations to the CSPLA Letter of Intent.

Customer providing service(s) to:

If other, please describe:

Location(s): T1 T2 T3 T4 T5 T6 T7 T8
 TBIT Cargo Other

Describe other:

List additional facilities/areas on LAWA property, including leased premises, where access is required to conduct business.

*Core Services To Be Provided In This Contract:

<input type="checkbox"/> Ramp Services	<input type="checkbox"/> Passenger Services
<input type="checkbox"/> Baggage Handling	<input type="checkbox"/> Wheelchair Services
<input type="checkbox"/> Aircraft Loading/Unloading	<input type="checkbox"/> Baggage Sorting and Management
<input type="checkbox"/> Aircraft Cooling/Heating	<input type="checkbox"/> Interior Aircraft Cleaning
<input type="checkbox"/> Into-Plane Fueling	<input type="checkbox"/> Security

*Limited Services To Be Provided In This Contract:

<input type="checkbox"/> Cargo	<input type="checkbox"/> Terminal
<input type="checkbox"/> Freight aircraft	<input type="checkbox"/> Aeronautical Maintenance
<input type="checkbox"/> Loading into passenger	<input type="checkbox"/> Food Services

Other service(s) to be provided in this contract: (if any)

*For more details, please see [List of CSPP-Regulated Services](#) at LAX.

LAX AIRFIELD ACCESS

Will motor vehicles, equipment, and/or pedestrian traffic be required to access the restricted airfield and/or non-public areas of the airport?

Equipment**: Yes No

Vehicles**: Yes No

Pedestrian Only: Yes No N/A

**Service Provider must be in compliance with all LAX Alternative Fuel Vehicle and GSE Emissions Reduction Policy reporting requirements.

Will your company provide authorization for other companies to use your equipment and/or vehicles for LAX operations? Yes No

If yes, a Company Vehicle/Equipment Authorization Letter must be submitted to LAWA.

FOR ADDITIONAL SERVICE AND LOCATION FORMS, PLEASE CLICK [HERE](#).

CSPP MONTHLY GROSS REVENUE FEE SCHEDULE

Gross Revenue Band	Annual Gross Revenue	Monthly Fee due to LAWA				
		FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
A	\$0 - \$249,999	\$ 155	\$ 160	\$ 165	\$ 170	\$ 175
B	\$250,000 - \$999,999	\$ 650	\$ 670	\$ 690	\$ 710	\$ 730
C	\$1,000,000 - \$1,999,999	\$ 1,550	\$ 1,600	\$ 1,650	\$ 1,700	\$ 1,750
D	\$2,000,000 - \$3,999,999	\$ 3,100	\$ 3,200	\$ 3,300	\$ 3,400	\$ 3,500
E	\$4,000,000 - \$5,999,999	\$ 5,150	\$ 5,300	\$ 5,460	\$ 5,630	\$ 5,800
F	\$6,000,000 - \$7,999,999	\$ 7,420	\$ 7,650	\$ 7,880	\$ 8,120	\$ 8,370
G	\$8,000,000 - \$9,999,999	\$ 8,350	\$ 8,600	\$ 8,860	\$ 9,130	\$ 9,400
H	\$10,000,000 - \$19,999,999	\$10,000	\$ 10,300	\$ 10,610	\$ 10,930	\$ 11,260
I	\$20,000,000+	\$15,000	\$ 15,450	\$ 15,920	\$ 16,400	\$ 16,900

Enter your estimated annual gross revenue for service(s) provided at LAX:

NOTE: The Faithful Performance Guarantee (FPG) required amount is three (3) times the amount of the CSPP monthly fee, and must be maintained throughout the term of the CSPLA. An irrevocable Letter of Credit (LOC) must be submitted if your FPG amount is \$10,000 or greater. For click on [LAWA FPG LOC Requirements](#) for more details.

PAST WORK EXPERIENCE*

*Service providers are required to submit past work experience forms if they are providing a **Core CSPP-regulated service(s)** at LAX. Please see [List of CSPP-Regulated Services](#) for more details.

CUSTOMER CONTACT

Name of Company:

Address: *(optional)*

City: *(optional)*

State: *(optional)*

Zip: *(optional)*

Name of Contact Person:

Phone:

Email:

TERM OF CONTRACT

From: mm/yyyy

To: mm/yyyy

Please select all service types provided:

- | | |
|--|---|
| <input type="checkbox"/> Passenger Services | <input type="checkbox"/> Cargo Services |
| <input type="checkbox"/> <i>Wheelchair Services</i> | <input type="checkbox"/> <i>Freight Handlers</i> |
| <input type="checkbox"/> <i>Baggage Sorting and Management</i> | <input type="checkbox"/> <i>Passenger Aircraft</i> |
| <input type="checkbox"/> Ramp Services | <input type="checkbox"/> Into-Plane Fueling |
| <input type="checkbox"/> <i>Baggage Handling</i> | <input type="checkbox"/> Interior Aircraft Cleaning |
| <input type="checkbox"/> <i>Aircraft Cooling/Heating</i> | <input type="checkbox"/> Security Services |
| <input type="checkbox"/> <i>Aircraft Loading/Unloading</i> | <input type="checkbox"/> Terminal Services |
| <input type="checkbox"/> Aeronautical Maintenance Service | <input type="checkbox"/> Food Services |

NOTE: Service provider must demonstrate a record evidencing successful general operating experience for at least three (3) of the last five (5) years at a large hub airport in the United States or airports outside of the United States that are of similar size to large hub airports. Please see [CSPP Requirements](#) for more details.

FOR ADDITIONAL WORK EXPERIENCE FORMS, PLEASE CLICK [HERE](#).

FACILITIES AND SPACE INFORMATION

LAWA Lease Space Agreements

Do you have or currently in process of executing a direct Lease Agreement with Los Angeles World Airports (LAWA)?

Yes No

If yes, please enter the LAWA Lease Agreement No. and expiration date or select "In Process" below:

In Process

LAWA Agreement No.:

From:

To:

Sqft:

LAWA Agreement No.:

From:

To:

Sqft:

Do you have or currently in process of executing a Consent to Sublease Agreement with LAWA? Yes No

If yes, please provide the effective dates or select "In Process" below:

In Process

Airline/tenant:

Agreement No.:

From:

To:

Sqft:

Airline/tenant:

Agreement No.:

From:

To:

Sqft:

Do you have or currently in process of executing a Tariff Letter or Use, Terms and Conditions (UTC) Agreement with LAWA?

Yes No

If the answer is yes, please provide the effective dates or select "In Process" below:

In Process

Tariff Letter:

Agreement No.:

From:

To:*

Sqft:

UTC Agreement:

Agreement No.:

From:

To:*

Sqft:

*If open-ended, please leave blank.

LAX Space Authorization Agreement

Do you have or currently in process of executing a LAX Space Authorization Agreement with a master tenant (leaseholder) at LAX?

Yes No

In Process

LAX Master Tenant:

Agreement Term:

Location Address:

NOTE: Only companies needing to store or repair equipment/vehicles on airport property are required to secure adequate space **PRIOR** to obtaining a CSPLA for operations at LAX. Excludes LAX Food Service providers.

Off-Airport Facilities for LAX-related Services

Are you using facilities for LAX-related services off-airport (LAWA) property? Yes No

Street Address: Sqft:
City: State: Zip:

Street Address: Sqft:
City: State: Zip:

Street Address: Sqft:
City: State: Zip:

Street Address: Sqft:
City: State: Zip:

Street Address: Sqft:
City: State: Zip:

AIRFIELD VEHICLE PARKING

Airfield Vehicle Parking

Will you be parking or storing vehicles on the airfield for operations at LAX? Yes No

Location #1:	<input type="text"/>
Anticipated Security Post Access:	<input type="radio"/> P1 <input type="radio"/> P2 <input type="radio"/> P3 <input type="radio"/> P4 <input type="radio"/> P5 <input type="radio"/> P21 <input type="radio"/> N/A
Other Access:	<input type="text"/>
Approximate Number of Vehicles:	<input type="text"/>

Location #2:	<input type="text"/>
Anticipated Security Post Access:	<input type="radio"/> P1 <input type="radio"/> P2 <input type="radio"/> P3 <input type="radio"/> P4 <input type="radio"/> P5 <input type="radio"/> P21 <input type="radio"/> N/A
Other Access:	<input type="text"/>
Approximate Number of Vehicles:	<input type="text"/>

Location #3:	<input type="text"/>
Anticipated Security Post Access:	<input type="radio"/> P1 <input type="radio"/> P2 <input type="radio"/> P3 <input type="radio"/> P4 <input type="radio"/> P5 <input type="radio"/> P21 <input type="radio"/> N/A
Other Access:	<input type="text"/>
Approximate Number of Vehicles:	<input type="text"/>

Location #4:	<input type="text"/>
Anticipated Security Post Access:	<input type="radio"/> P1 <input type="radio"/> P2 <input type="radio"/> P3 <input type="radio"/> P4 <input type="radio"/> P5 <input type="radio"/> P21 <input type="radio"/> N/A
Other Access:	<input type="text"/>
Approximate Number of Vehicles:	<input type="text"/>

Location #5:	<input type="text"/>
Anticipated Security Post Access:	<input type="radio"/> P1 <input type="radio"/> P2 <input type="radio"/> P3 <input type="radio"/> P4 <input type="radio"/> P5 <input type="radio"/> P21 <input type="radio"/> N/A
Other Access:	<input type="text"/>
Approximate Number of Vehicles:	<input type="text"/>

CSPLA VERIFICATION & EXECUTIVE OFFICERS

LAX AUTHORIZED SIGNER CONTACT INFORMATION

Print Full Name:

Title:

Email:

EXECUTIVE OFFICERS CONTACT INFORMATION

*Must Provide two different Executive Officer names with authority to sign the CSPLA. All fields must be entered.

Print Full Name:

Title:

Email:

Print Full Name:

Title:

Email:

CSPLA VERIFICATION E-SIGNATURE

The person identified below hereby verifies that they prepared the above and forgoing application and that it is true and correct to the best of their knowledge and belief.

Print Full Name:

Title:

Date Submitted: