TCP GROUND TRANSPORTATION
NON-EXCLUSIVE LICENSE AGREEMENT
APPLICATION CHECK LIST

The following items must be submitted to apply for a Non-Exclusive License Agreement for **Transportation Charter Party Carrier** to and from Ontario International Airport (ONT):

Forms Needed:

- ☐ Ground Transportation License Agreement Application form
- ☐ Corporate Documentation: Articles of Incorporation/Organization, if applicable
- ☐ Statement of Information, if applicable
- ☐ Fictitious Business Name Statement, if applicable
- ☐ California Public Utilities Commission (CPUC) Certificate
- ☐ City of Los Angeles Business Tax Registration Certificate (BTRC) or exemption letter
- ☐ City of Los Angeles Non-Discrimination, Equal Employment Practices, Affirmative Action Plan
- ☐ Ground Transportation Vehicle List
- ☐ DMV Commercial Registration for **each** vehicle listed

License Agreement:

The Non-Exclusive License Agreement(s) is included for your signature(s). The following items must be received and approved by the City Attorney's Office before ONT Administration will issue the required permit decal per vehicle.

- ☐ Signed Non-Exclusive License Agreement (2 originals)
- ☐ Exhibit A: Insurance Requirements
- ☐ Exhibit B: Certification of Compliance with Child Support Obligations (2 originals)

Return documents to:

LA/Ontario International Airport
Administration Office
1923 East Avion Street
Ontario, CA 91761
Phone: (909) 544-5306
Fax: (909) 937-2702

Insurance Requirements *(per **Exhibit A** of the Agreement):*

All original insurance documents or renewals must be directly mailed by your insurance company/broker to:

LAWA Insurance Compliance Office
P.O. Box 92216
Los Angeles, CA 90009-2216
Phone: (424) 646-5480
Fax: (310) 215-5300

For more information see website address: www.lawa.org