



TRANSPORTATION NETWORK COMPANY (TNC) ANNUAL PERMIT APPLICATION

DANE COUNTY REGIONAL AIRPORT

Company Name	
Name of Authorized Local Company Representative	
Title of Authorized Local Company Representative	
E-Mail Address of Authorized Local Company Representative	
Phone Number of Company Representative	Cell Phone Number of Company Representative
Address (Street, City, State, ZIP Code)	

Permit Fees:

The cost of an annual TNC permit is \$4,800 per transportation network company, or \$200 per TNC vehicle that will be operating at the Dane County Regional Airport, whichever is less. This application shall be valid for permit renewals as long as the information provided remains accurate. Select One:

\$4,800 per year **OR** \$200 per TNC vehicle (_____ vehicles). Total due: \$ _____

Send payment to: Dane County Regional Airport, c/o: Accounts Receivable, 4000 International Lane, Madison, WI 53704.

TNC Vehicle Permit Rules and Requirements

1. TNC employees, drivers and representatives shall at all times comply with the rules and requirements set forth in this permit issued by the Dane County Regional Airport (Airport) regarding operation at the Airport.
2. Prior to engaging in operations at the Airport, TNC shall:
 - a. Work with the Airport to establish a geo-fence encompassing the entire Airport, and
 - b. Use the geo-fence boundaries approved by the Airport to monitor and track TNC drivers operating on behalf of the TNC company while at the Airport.
 - c. **Set geo-fence boundaries to restrict passenger loading to only the area defined as the TNC Loading Zone depicted in Exhibit A.**
3. TNC shall report to the Airport Director's office by the 15th day of every month the number of passenger boardings at the Airport for the preceding month.
4. Before TNC allows its drivers to begin service to the Airport, TNC shall provide its drivers with training and copies of the Airport's procedures and operational requirements.

5. A TNC representative shall be immediately available via telephone to Airport staff at all times TNC vehicles, employees, drivers or representatives are dropping off passengers, picking up passengers, or staging at the Airport. TNC shall provide the Airport with the contact names, phone numbers and email addresses of TNC staff who are immediately available to respond to operational issues at the Dane County Regional Airport.
6. TNC drivers may pick up passengers only at the Airport-designated TNC Vehicle Loading Zone. TNC drivers may not leave vehicles unattended while parked in the TNC Vehicle Loading Zone. Drivers are discouraged from parking in the TNC Vehicle Loading Zone unless they are actively loading passengers.
7. If no spaces are available within the TNC Vehicle Loading Zone, drivers shall relocate and park in the Cell Phone Lot until space is available in the TNC Vehicle Loading Zone. Drivers shall not park and wait for passengers in any other areas on Airport premises, other than Airport parking facilities. TNC drivers who choose to utilize Airport parking facilities shall pay the standard parking rate.
8. TNC drivers are permitted to drop off passengers between terminal Doors 1 - 6. This area is specifically limited to drop offs, and vehicles in this area may not be left unattended.
9. TNC vehicles may not be left unattended on Airport premises, other than within Airport parking facilities.
10. At all times while on the Airport for the purposes of dropping off or picking up airport passengers, TNC drivers shall prominently display a TNC vehicle trade dress approved by the Airport. Trade dress shall be placed inside the passenger side front windshield and shall be clearly visible to airport staff.
11. TNC drivers must possess an electronic identification issued by their TNC company and present this to Airport staff if requested.
12. TNC drivers must possess an electronic waybill indicating the name of the party to be transported and pick-up location for each ride.
13. In the event a parking citation for improper parking on premises of the Airport is issued to a TNC driver operating under this TNC Vehicle Permit is not paid within 60 days of the date the citation was issued, the Airport will provide written notice of this failure to pay to the permitted TNC. The TNC shall remove the TNC driver from the airport service area until the citation is paid. The TNC shall effect this removal as soon as practicable and shall inform the relevant TNC drivers that their ability to accept rides from in the airport service area will not be restored until the outstanding citations have been paid.
14. TNC and its drivers shall comply with Dane County ordinances and Airport rules and regulations.
15. The Airport reserves the right to revoke the TNC permit privileges of individual drivers operating under this permit who do not comply with Dane County ordinances or Airport rules and regulations.
16. Annual permit renewal shall be at the sole discretion of the Airport Director.
17. The Airport reserves the right to revise TNC permit regulations at any time.
18. Commercial activities not expressly authorized as set forth above are prohibited.

By its undersigned authorized agent, the above named Applicant certifies that the information contained in this application is true and correct and that Applicant will comply with the foregoing rules and regulations. Applicant understands and agrees that a violation of said rules and regulations may subject Applicant to enforcement action under the Dane County Code of Ordinances and, at the sole discretion of the Airport Director of the Dane County Regional Airport, invalidation of all TNC Permits issued pursuant to this application. By executing this application Applicant acknowledges receipt of the the rules and requirements.

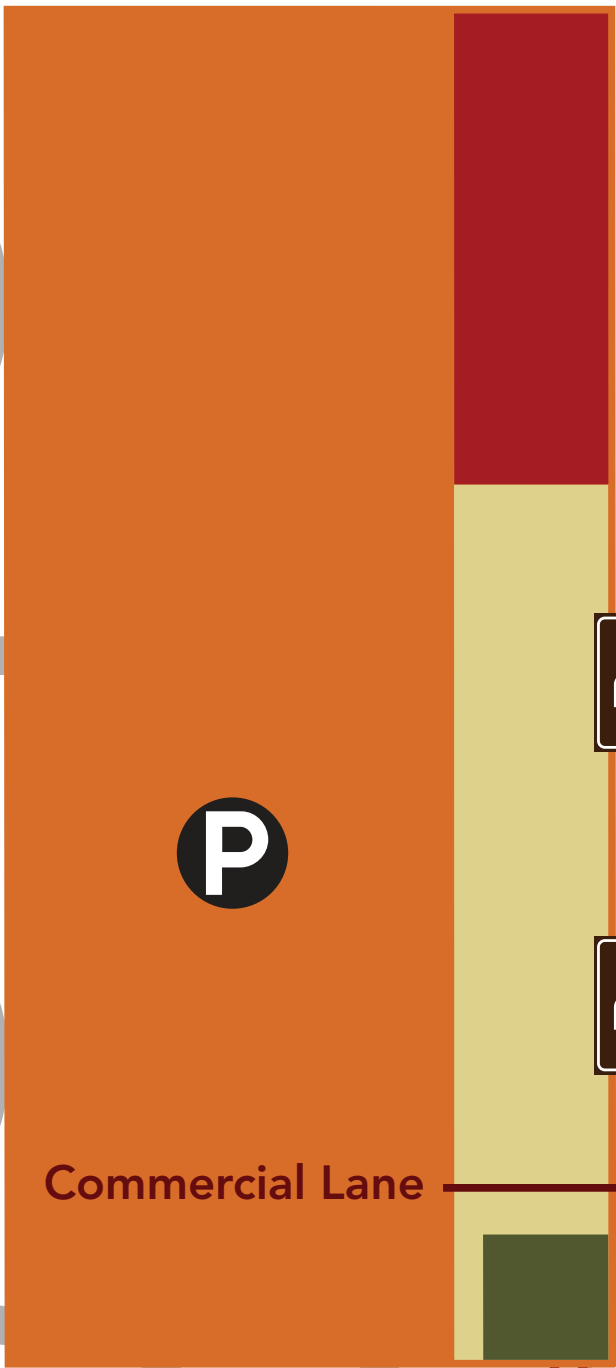
Printed Name

Authorized Signature

Date



Outbound International Lane



Commercial Lane



UNLOADING ZONE ONLY

Door 6

Terminal Building

Door 5

Door 4

Door 3

Door 2

Door 1



LOADING

