

GROUND TRANSPORTATION PERMITS

Adding a Vehicle to Your Account

- Completed Ground Transportation Add/Delete Vehicle Form

The following items are required for **each** vehicle to be added to your account and to obtain a vehicle permit to operate at LAX:

- Valid and current COMMERCIAL vehicle registration from the California Department of Motor Vehicles (DMV).
- A Vehicle Schedule List from your insurance company/broker that lists the vehicle on the insurance plan
- Your company TCP number on the front and rear bumper of the vehicle, in accordance with CPUC size and color requirements.
- A \$50.00 check or money order payable to LAWA for the transponder

Temporarily Adding a Rental Vehicle

The following items are required for a rental vehicle to be added to your account and to obtain a vehicle permit to operate at LAX:

- Rental agreement/receipt from the rental agency listing your company as the renter
- An official letter from the car rental agency granting approval for the rental vehicle to be used for commercial purposes
- A Vehicle Schedule List from your insurance company/broker that lists the vehicle on the insurance plan
- Your company TCP number on the front and rear bumper of the vehicle, in accordance with CPUC size and color requirements.
- A \$25.00 check or money order payable to LAWA for the temporary permit

A temporary permit for a rental vehicle will **not exceed 10 days** at a time.

NOTE: Permits will not be issued to a company with an outstanding account balance. (e.g. annual fees, transponder fees, etc.)