

CHARLESTON REGIONAL AVIATION AUTHORITY Ground Transportation Taxi Operators Permit Requirements/Checklist



All necessary documents must be provided to the Ground Transportation Office (GTO) at the time of permit issuance/renewal.

(You must initial each item and sign the 2nd page)

Requirements/Checklist:

____ Annual Ground Transportation Permit Fee of \$120.00/ year, due on January 1.

____ Certificate of Liability Insurance with following requirements:

- i) Minimum Auto Coverage of \$300,000 Combined Single Limit (CSL).
- ii) List of scheduled auto(s): Year, Make, Model and VIN info.
- iii) Clause:
“Charleston Regional Aviation Authority, its officials, servants, agents, and employees are named as additional insured.”
- iv) Certificate Holder:
**Charleston Regional Aviation Authority
5500 International Blvd. Suite #101
N. Charleston, SC, 29418**

(Any certificate that does not bear the necessary information will not be accepted.)

____ City of North Charleston Business License.

____ Proof of compliance with the Office of Regulatory Staff (ORS). Vehicle must be listed on ORS website registry as current.

____ Vehicle registration (“TX” Commercial License Plate is required).

____ Company owners should provide a Driver’s License copy.

(See the next page)

Additional Information for Taxi Operation.

Ordinance 2001-01-Section 3.04 –Compliance with Municipalities and State Licensing Regulations.

Taxi monthly fee of \$200.00, due on the first day of the month. It can Be paid at Ground Transportation Office or CRAA receptionist desk Located on the Third Floor of the terminal. Mon-Fri 8:00 AM to 4:30 PM, Closed on holidays. Checks must be payable to “Charleston Regional Aviation Authority” or it may be abbreviated to “CRAA”.

Must be equipped to accept all major Credit Cards (Ordinance 2001-01-Section 4.08- Credit Cards).

Must be equipped with a two-way radio system.

All operators must meet the minimum performance standard quota Which is %50 of average taxi trip count.

Taxi vehicles are subject to pre-permit issuance as well as semi-Annual inspections that are conducted by GT staff.

All vehicle drivers (including the owners) must provide SLED Report And Chauffeur’s License copies to GTO.

All new drivers must complete a minimum of 8 trips with another qualified taxi driver. New drivers must also attend a driver’s orientation class at GTO. All required documents must be turned in prior to driving.

All taxis are required to work a late flight schedule (10PM and later) on A rotational basis to accommodate for passengers arriving on late flights. Monthly late flight schedules are provided by GTO.

I hereby certify that I fully understand the contents and the requirements of the Ordinance 2001-01 regulating Ground Transportation at Charleston Regional Aviation Authority.

Company Name: _____

Owner’s Name: _____

Owner’s Signature: _____ Date: _____

Office Staff

Received By: _____ Date: _____