

APPENDIX A

COMMERCIAL GROUND TRANSPORTATION RULES AND REGULATIONS

SECTION I - INTRODUCTION AND OBJECTIVES

This Appendix A will (1) promote ground transportation services of the highest quality in a manner that is consistent with public safety and convenience; (2) ensure the efficient movement of passengers to and from the Airport; (3) ensure the efficient use of the limited capacity of terminal roadways, vehicle parking, and vehicle passenger loading/unloading facilities; and (4) establish rates and charges for the collection of revenues, and contract with persons or companies for services incidental to the operation of the Airport in accordance with the Metropolitan Airport Authority Act (TCA 42-4-101 et seq.) which grants MSCAA the power to operate the Airport.

MSCAA reserves the right to change these operating rules and regulations at any time and in any respect. Commercial ground transportation operators will receive either revised pages for this document or separate directives of any changes or modifications. The President may issue directives for the Airport.

This Appendix A establishes operating rules and regulations for all types of ground transportation operations at the Airport, including but not limited to:

- Taxicabs
- Limousines
- Shuttles Operators
- Charter Buses
- Private Vehicles
- City Buses
- Courtesy Vehicles
- Rental Car Operations
- Delivery Vehicles
- Hotel/Motel Shuttles
- Parking Shuttles
- Fixed Base Operator (FBO) Shuttles
- Occasional Users
- Transportation Network Companies (TNCs)

SECTION II - DEFINITIONS FOR APPENDIX A

In addition to the definitions set forth in Paragraph 1.2 of these Rules and Regulations, the following terms specifically apply to this Appendix A. If there is a conflict between the definition of a term in this Section II and Paragraph 1.2 of these Rules and Regulations, the term shall have the meaning set forth in this Section II.

Airport - Memphis International Airport

Automatic Vehicle Identification (AVI) System - A computerized automatic vehicle identification system, which monitors a Commercial Ground Transportation Operator's vehicle(s) activity on the Commercial Drive

Commercial Drive - Roadways designated for loading or unloading Passengers or property from Commercial Vehicles

Commercial Ground Transportation Operator ("Operator") - Any person or enterprise engaged in any type of Commercial Ground Transportation Service

Commercial Ground Transportation Service - The act of providing the carriage of persons or property to or from the Airport in a Commercial Vehicle

Commercial Drive Access Agreement or Concession Agreement - The agreement between MSCAA and an Operator granting access to the Commercial Drive

Cruising - Picking or attempting to pick up Passengers or fares in any location at the Airport other than designated Loading Zones

Decal - A sticker issued by MSCAA for the purpose of identifying various Commercial Vehicles

Geo-Fence – A virtual perimeter or perimeters for TNC Operators. A TNC Operator shall at all times be able to demonstrate to Authority that it has installed Authority-approved Geo-Fence monitoring software that is triggered by or with the TNC Mobile App that allows Authority to track TNC Drivers upon entrance and travel within the Geo-Fence area of the Airport.

Ground Transportation Representative - A MSCAA employee authorized to supervise and control Commercial Vehicle activities, enforce rules and regulations of MSCAA, and assist the traveling public in utilizing Commercial Ground Transportation Services

Holding Areas - Designated locations at the Airport where authorized Commercial Vehicles may wait for eventual access to designated passenger Loading Zones

Limousine/Shuttle - Commercial Vehicle for hire operated pursuant to an agreement with MSCAA, with unmetered rates predetermined on a point to point basis with adequate baggage storage space and operating on routes from the Airport to specified points of destination on a prearranged basis

Loading Zones - Designated spaces for the loading or unloading of Passengers and property

Occasional User - An individual or organization that uses the Commercial Drive at a frequency of less than three (3) times per month

Private Vehicle - A vehicle transporting persons or property, for which no fee is paid directly or indirectly by the passenger or by any other person

Revocation - The discontinuance of a driver's or firm's privilege to operate at the Airport. Written approval by the President is needed for reinstatement

Solicitation - Approaching or initiating a conversation with any person, while on Airport property, or seeking or trying to obtain Passengers for a Ground Transportation Service

Suspension - The temporary discontinuance of a driver's or firm's privilege to operate at the Airport

Taxicab Concessionaire - The holder of a valid City of Memphis permit and an executed taxicab Concession Agreement with MSCAA granting the right to make Passenger pickups at designated Loading Zone in chauffeur-driven Passenger vehicles seating six (6) persons or less, including the driver, that are used for the general transportation of persons, not on a regular schedule, over the streets, on routes or destinations determined by the Passenger.

TNC Driver – A person who is under contract with a TNC Operator to provide transportation services for hire, by use of such person's personal vehicle, to Passengers connected to the TNC Operator by pre-arrangement through the TNC's online-enabled application or digital platform. The term "driver" shall include TNC Drivers for purposes of this Appendix A, unless specifically stated otherwise herein.

TNC Digital ID – A TNC-issued Digital ID available on a TNC Driver's mobile device, which shall allow the Authority to confirm the Driver's identity by color photo, vehicle make, model, and color, license plate number, certificate of insurance, vehicle location on street map in real time, and the electronic equivalent of a waybill that meets criteria set forth in the permit issued by Authority to the TNC.

TNC Mobile App – The Authority-approved smart phone mobile application technology utilized by a TNC to conduct business operations at the Airport.

TNC Operator – A transportation network company (TNC) that uses an online-enabled platform to connect Passengers with TNC Drivers and an effective, executed Commercial Ground Transportation Agreement with MSCAA authorizing TNC Drivers to make Passenger pickups at designated Loading Zones. The terms “Commercial Ground Transportation Operator” and “Operator,” as defined above, shall include TNC Vehicles for purposes of this Appendix A, unless specifically stated otherwise herein.

TNC Vehicle – A Passenger vehicle for hire that is a personal vehicle measuring less than 24 feet in length and 9 feet in width, having a seating capacity for up to seven (7) persons, inclusive of the TNC Driver, and under the legal control of a TNC Operator to provide prearranged transportation for hire to Passengers connected to the TNC Operator using the TNC’s online-enabled application or digital platform. The term “Commercial Vehicle,” as defined in Paragraph 1.2 of these Rules and Regulations, shall include TNC Vehicles for purposes of this Appendix A, unless specifically stated otherwise herein.

Waybill – A physical or electronic document generated prior to accessing the Airport, or in the case of TNC Drivers, the Geo-Fence area, that contains the name of the party to be transported, the pick-up location, the arrival time of the party, and the date and time the transportation was originally arranged, which serves as evidence of prearranged transportation pickup service for a specific Passenger.

SECTION III - APPLICABLE LAWS AND REGULATIONS

The provisions of this Appendix A are governed by all applicable laws and ordinances of the City of Memphis, County of Shelby, and State of Tennessee, executed Commercial Drive Access Agreements, permits, and these Rules and Regulations. All persons engaged in Commercial Ground Transportation Service at the Airport, whether as an operator, driver, employee, or representative of an operator, or otherwise, shall at all times comply with the provisions of these Rules and Regulations.

SECTION IV - GENERAL PROVISIONS

A. Agreement Required

All Operators who provide public transportation services at the Airport are required to hold a Commercial Drive Access Agreement with MSCAA if an Operator’s vehicle(s) accesses the Commercial Drive three (3) times or more per month. When required by the City of Memphis, all Operators must obtain a Certificate of Public Convenience prior to entering into such agreement with MSCAA.

B. Insurance

Each Operator shall comply at all times with the minimum insurance requirements set forth in such Operator’s Commercial Drive Access Agreement with MSCAA, except when Operator is required to comply with substantially similar insurance requirements prescribed by state law.

C. Automatic Vehicle Identification (AVI) System

1. Operators are to comply with all procedures established by MSCAA with respect to the installation, maintenance and use of the AVI System, when applicable. An AVI System transponder-tag will be installed on each Commercial Vehicle that will be providing services at the Airport. Operators shall not modify, adjust, or otherwise tamper with the installed AVI System transponder-tag after installation. Operators are not to remove AVI System transponder-tags without the express written approval of the President. Each vehicle outfitted with an AVI System transponder-tag is assessed an annual fee as set forth herein. All Operators are responsible for the safety and security of each AVI System transponder-tag assigned to their vehicle(s) and for immediately reporting to MSCAA any lost, damaged, or stolen AVI System transponder-tag. All Operators are subject to a \$105.00 transponder replacement fee if it is lost, damaged, or stolen. This provision shall not apply to TNC Operators.
2. Before the commencement date an Operator begins service at the Airport, a list of vehicles that will provide services must be delivered to MSCAA and include vehicle make, model, color, year of manufacture, vehicle length, seating capacity, license number and vehicle identification number (VIN). Operators shall promptly notify MSCAA of any and all changes in vehicles serving the Airport. This provision shall not apply to TNC Operators.

3. Operators shall promptly notify MSCAA of any and all changes in vehicles serving the Airport. Operators are to call MSCAA's Manager of Properties/Ground Transportation at (901) 922-8066 to coordinate installation/removal of AVI System transponder-tags.
4. TNC Operators are required to maintain an operable TNC Digital ID on each TNC Driver's mobile device while operating a TNC Vehicle on the Airport. TNC Operators are also required to immediately report to Authority any TNC Driver operating on the Airport with a TNC Digital ID that is not operating properly. Failure to comply with any of these requirements may subject the TNC Operator to a \$500 fine plus Authority's estimated lost revenue. Additionally, the Authority may take any other administrative action that, in its sole discretion, the Authority deems appropriate, including but not limited to, suspension or permanent revocation of all ground transportation privileges.

D. Solicitation

Solicitation within the Airport terminal building must be in compliance with MSCAA's "Meet and Greet" policy. The leasing of ground transportation courtesy telephones or advertising displays within the terminal building from MSCAA as well as mobile applications are acceptable forms of solicitation. Operators who violate this section are subject to a one (1) month suspension for the first offense, two (2) month suspension for the second offense and revocation for the third offense.

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G. Drivers

1. Due to safety and security demands, drivers of Commercial Vehicles are prohibited from leaving vehicles unattended, without the prior written approval of the President.
2. Drivers are to be attired in either a company prescribed uniform or at a minimum, suitable apparel including a shirt with a closeable collar and proper footwear. Company identification should appear on the shirt or outer jacket of company prescribed uniforms. Drivers are not to wear t-shirts, tank tops, shorts or cut-offs. Dress code is subject to change from time to time.

H. Fees

1. Fees are to be paid by all Operators as set forth herein. The President is authorized to amend said fees from time to time as deemed necessary. MSCAA may provide for additional or different fees in specific agreements, in its sole discretion, and such fees shall prevail over similar fees set forth herein.
2. Automatic Vehicle Identification (AVI) Fees
 - a) Permit Fee - An annual fee of \$105.00 per vehicle outfitted with an AVI transponder tag.
 - b) Access Fee -

\$2.00 per access, provided the vehicle length is less than 25 feet. (Does not apply if the Commercial Drive Access Agreement states otherwise. Does not apply when dropping off Passengers on the upper drive.)

\$10.00 per access, provided the vehicle length is 25 feet or greater.
 - c) Dwell Fee - An additional fee for exceeding the authorized use time. The fee is \$2.50 for each five (5) minute period exceeding the authorized use time that is applied.
 - d) Excess Vehicle Fee - An additional fee for exceeding the authorized number of vehicles an Operator may have on the Commercial Drive. The fee is \$3.75 for each vehicle in excess of the authorized limit.

3. Privilege Fee - A fee paid by Operators offering off-airport vehicle parking services in an amount equal to ten percent (10%) of the gross revenue generated from the parking of vehicles.
4. Shuttle and Limo Fee - A minimum monthly guarantee fee of \$125.00 ("Monthly Fee") is due prior to Operator commencing operations. Either the Monthly Fee or six percent (6%) of Operator's monthly gross revenue, whichever is greater but not to exceed \$500.00, is due on or before the first day of each month thereafter.
5. Hotel Courtesy Shuttle Fee - A minimum annual guarantee based on \$3.00 times the number of rooms assigned to Operator's property ("Concession Fee") is due prior to Operator commencing operations. The Concession Fee is due on or before the first day of January each year thereafter.
6. Coach Bus Fee - A per access fee of \$10 for each entrance to the Airport's Commercial Drive ("Concession Fee") is due monthly and is based on the number of Tour Bus Commercial Drive Access Forms completed by Operator's driver upon entering the Commercial Drive. An invoice will be submitted to Operator on a monthly basis.
7. Occasional User Fee – A fee of \$20 for vehicles less than 25 feet in length or \$40 for vehicles 25 feet or greater in length must be paid by cash or credit card prior to entering the Commercial Drive.
8. Taxicab Fees – An annual fee of \$200.00 per taxicab ("Permit Fee") is due prior to Operator commencing operations. The Permit Fee is due on or before the first day of January each year thereafter. A fee of \$2.00 per trip is due from each taxicab prior to entering the Commercial Drive to load passengers.
9. TNC Fees – An annual fee of \$2,000.00 is due prior to TNC Operator commencing operations. The annual fee is due on or before the first day of January each year thereafter. A fee of \$2.00 per trip is due on or before the 15th day of each month and is based on the previous month's activity of TNC Vehicles as tracked by TNC Operator utilizing the Authority's Geo-Fence. The per trip fee is assessed on each trip in which a TNC Vehicle enters the Geo-Fence and picks up a passenger, whether the TNC Driver's TNC Digital ID is operable or inoperable.

I. Traffic Control and Enforcement

1. The orderly flow of traffic through the Commercial Drive is important to MSCAA and all Operators. It is necessary to obey all rules of driving courtesy, speed, and safe operation at all times.
2. Each class of Operators has designated loading and unloading areas. Drivers must use the lanes and areas assigned. However, during emergencies, traffic may be directed contrary to this requirement.
3. Commercial Vehicles shall not be on the Commercial Drive in excess of 15 minutes. Vehicles on the Commercial Drive in excess of 15 minutes are subject to an AVI Dwell Fee.
4. All Commercial Ground Transportation Services will be monitored for compliance by the Memphis Airport Police Department and Ground Transportation Representatives.

J. Commercial Vehicle Requirements

1. The exterior of Commercial Vehicles shall be maintained in a clean condition and present a favorable appearance. Exterior of vehicles shall be completely painted, include all glass, hubcaps, head and taillights, grilles, bumpers, and body trim. Vehicles that have been damaged but remain drivable shall be given a two (2) week grace period, pending MSCAA approval, to perform needed repairs. After such time, the vehicle will be suspended until proper repairs are made.
2. The interior of Commercial Vehicles including the trunk shall be maintained in a condition free of grease, dirt, and trash. Passengers shall be able to use the seats and trunk of the vehicle without concern of soiling or damaging their clothing or luggage. Interior seat fabric must not be ripped. Adequate climate control must provide a reasonable level of Passenger comfort.
3. With the exception of TNC Operators, all Operators must identify their vehicles with a sign. This sign shall state the business name and be placed in clear view on the side of the vehicle or on the dash. Vehicles painted in company schemes

that include the business's name are acceptable in lieu of a sign.

4. TNC Operators must submit all proposed graphics and a written description of the Operator's trade dress and its location on TNC Vehicles to the Authority for approval. All required decals, transponders, and/or trade dress issued or approved by the Authority shall be affixed to all TNC Vehicles at all times and in the manner prescribed or approved by the Authority.
5. For identification purposes, Operators will be required to place an MSCAA-issued decal or AVI System transponder-tag on each Commercial Vehicle's windshield or MSCAA-approved trade dress for TNC Vehicles.
6. Temporary permits issued by the Authority must be displayed in the front windshield of each Commercial Vehicle at all times.

Section V - TRAFFIC MOVEMENT AND RESTRICTIONS

The Airport's terminal roadway consists of two-levels with separate drive segments on each level. The entrance drive divides to the upper and lower level roadways. The exiting traffic from both terminal levels is merged with vehicles from the parking facility. With varying levels of congestion in these areas, the speed limits are set at 15 MPH.

Drivers of Commercial Vehicles must yield to pedestrians whether in a cross-walk or not. All drivers of Commercial Vehicles should be alert to traffic and pedestrian conditions and adjust their speed accordingly.

A. Passenger Loading/Unloading

1. Lower Level.

The lower level divides into three drives. The inside drive is for Private Vehicle traffic only. Only MAPD can authorize a Commercial Vehicle to wait on the inner drive. The two outer drives are reserved for Commercial Vehicles and are not available for use by the general public.

Commercial Vehicles are prohibited from stopping in crosswalks, loading in traffic through lanes, staging vehicles, and double parking. Unattended vehicles are subject to being ticketed and towed at the vehicle owner's expense.

2. Upper Level.

The upper level divides into two drives for immediate unloading of Passengers only. The inner drive is designated as the primary area for Private Vehicles, taxicabs, and TNC Vehicles unloading Passengers on the ticketing level. The outer drive is the only lane available for all other Commercial Vehicles unloading Passengers.

Parking and waiting or staging of Commercial Vehicles is not permitted on the inner drive except as authorized by MAPD. All unattended vehicles are subject to being ticketed and/or towed at the vehicle owner's expense.

3. General.

All Commercial Vehicles shall stop at the curbside of the Commercial Drive for safe loading and unloading of Passengers and shall remain in such areas for only the time required to load and unload Passengers. No Commercial Vehicle should ever attempt to load or unload Passengers in the areas for moving traffic on the Commercial Drive. Safety must always be a primary consideration of every Operator. The Authority reserves the right to restrict the number of vehicles an Operator may have on the Commercial Drive at any given time.

B. Height Limits/Restrictions

1. Upper level drive lanes.....N/A
2. Lower level inner drive lane.....10'-10"

3. Lower level center drive lane.....11'-2"
4. Lower level outer drive lane.....13'-0"
5. Vendor parking area8'-2"
6. Public parking lots.....8'-2"

C. Overheight Vehicles

1. Vehicles with a height exceeding the above limits are classified as "Overheight Vehicles". If a mobile home, tractor trailer, or other Overheight Vehicle inadvertently approaches the Commercial Drive attendant booth, and is lower than 13 feet, the driver will be instructed by the attendant to proceed without stopping through the lower level outer Commercial Drive lane to the service roads. There will be no fee for these vehicles.
2. If the height of the vehicle is determined to be higher than 13 feet, the Commercial Drive attendant will contact MAPD for assistance. Usually, an Overheight Vehicle must be backed up to allow it to exit. This will require MAPD to redirect or stop traffic.

D. Ground Transportation Operations Specifically

1. Taxicabs

Taxicabs will be staged in designated areas on the lower level, center lane for loading Passengers, which shall be done on a "first in – first out" basis. Taxicab Concessionaires may have up to ten (10) taxicabs parked in areas at the Airport designated by MSCAA, but may have eleven (11) taxicabs, if one is an accessible van.

2. Limousines/Shuttles

The limousine/shuttle operators will load their vehicles on the lower level, outer lane in designated locations. See also Occasional Users below.

3. Charter Buses

Charter buses will use the lower level, outer lane for loading Passengers. Charter buses are prohibited from staging on the Commercial Drive. They will be required to wait in a staging area outside of the Commercial Drive until the Passengers have arrived and are ready to board. If the same group has more than one bus, the second bus will enter the Commercial Drive only when the first bus is ready to depart. See also Occasional Users below.

If the charter bus is bringing Passengers to the Airport, they will use the upper level, outer lane. When all Passengers have disembarked and collected their baggage, the bus will leave the Commercial Drive area promptly.

4. Private Vehicles

Special arrangements for Private Vehicles involved in any promotion and that have a need to use the Commercial Drive must request prior written approval from the President. Otherwise, no Private Vehicles will enter the Commercial Drive.

5. City Bus Service

Memphis Area Transit Authority ("MATA") provides a limited scheduled bus service to the Airport. The MATA bus will use the lower level, outer lane for loading and unloading. MATA can stage the bus at their designated stop, which is marked by appropriate signage.

6. Courtesy Vehicles

Courtesy vehicles are vehicles being used by special event groups. A placard with the sponsoring group's name will normally identify these vehicles. No specific drive lane is identified for this group of vehicles. Assignment of the drive lane will be dependent on expected traffic and importance of the event. Limitations will be placed on the number of vehicles permitted on the drives at any given time. Refer to "Special Events" below for further information and restrictions about operations.

7. Delivery Vehicles

No delivery vehicles will be permitted on the commercial or public lanes, unless prior written approval has been received from the President. Delivery vehicles may be assigned to vendor parking provided appropriate fees are paid.

8. FBO Shuttles

Courtesy vehicles used by Fixed Base Operators will use the lower level, outer lane to pick up Passengers and the upper level, outer lane to drop off Passengers.

9. Hotel/Motel Shuttles

Hotel/motel shuttle service Operators will use the lower level, center lane for loading Passengers and the upper level, outer lane for unloading Passengers. Drivers of this type shuttle are not permitted to stage their vehicles on the Commercial Drive.

10. Occasional Users

Limousines/Shuttles considered Occasional Users will use the lower level, center lane for loading Passengers and Charter Buses will use the lower level, outer lane.

11. Parking Shuttles

All parking operators will use the lower level, outer lane for loading Passengers and the upper level, outer lane for unloading Passengers. Parking shuttles may not stage their vehicles on the Commercial Drive.

12. Special Events

There will be times when various conventions, groups, and special events representatives will need access for a courtesy vehicle's use of the Commercial Drive for transportation of their participants. All special events should be coordinated through MSCAA's Manager of Properties to prevent double booking of Commercial Drive space and allow for timely notification to appropriate departments and personnel.

13. Transportation Network Companies

All TNC Drivers will use the lower level, outer lane for loading Passengers and the upper level, inner lane for unloading Passengers. TNC Operators may have up to ten (10) TNC Vehicles parked in areas at the Airport designated by MSCAA.

E. Meet and Greet Services

MSCAA has established the following guidelines for meet and greet services to provide for the expeditious movement of Passengers through the terminal.

1. Operators and organizations holding special events, may meet and greet individuals or groups by the use of hand held signs within designated areas of the terminal.
2. All services of this nature must be conducted in such a manner that does not obstruct the normal flow of pedestrian traffic through the Airport terminal. Drivers must remain with their vehicles and are not permitted to help meet and greet Passengers inside the Airport terminal, unless the Operator or organization has an employee remaining with the vehicle. Drivers may hold signs within the immediate vicinity of their vehicles provided such signs are within the hand held sign guidelines set forth below.

3. Hand held signs may not exceed 15" x 15" nor be less than 8" x 11" in size. Signs must have both the name of the individual or group being met and the name/logo of the Operator, which must not exceed 25% of the sign. The sign is to be of professional quality. Computer generated signs are acceptable.
4. Individuals conducting meet and greet services shall be prepared to provide information about the individual or group being met, including, but not limited to, the Passenger's name, flight number, and arrival time. Operators and organizations shall be prepared to provide MSCAA with a copy of an agreement or letter, to the satisfaction of MSCAA, detailing services being provided to events, groups, or individuals. Operators and organizations found violating the meet and greet services guidelines will be required to discontinue their activities immediately, and Operators may be subject to suspension or revocation of their contractual operating privileges at the Airport.
5. If signs are to be placed in the baggage area to identify the location of transportation, they must be a standard poster board and can either be placed on an easel or within a signpost. They must be of professional quality and require the prior written approval of the President.

SECTION VI - FINES, SUSPENSION, AND REVOCATION OF OPERATING PRIVILEGES

A. Any violation of these Rules and Regulations will be considered a violation of the terms of the contractual agreement entered into between the Operator and MSCAA. All violations will be considered on a case by case basis and a determination made based on the President's sole discretion. Violations can result in the President imposing a fine, suspension, or revocation for any Operator who, after investigation, is found to have violated any of these Rules and Regulations. Penalties for specific violations may be established elsewhere in these Rules and Regulations and, therefore, are not limited to those penalties set forth in this section.

B. Fines/Suspension

1. MSCAA has established the following guidelines for fines.

First offense	\$ 25.00
Second offense	\$ 50.00
Third offense	\$100.00

These fines are general guidelines for violations. The President may impose a higher fine or other penalty, based on the severity of an incident.

2. All Operators are responsible for payment of fines assessed against their drivers and employees. Violation records for individual drivers will be kept on file by MSCAA for two (2) years.
3. In addition to all remedies provided by law, fines and/or Suspension may be imposed for any violation of these Rules and Regulations, including, but not limited to:
 - a. Loading/unloading in inappropriate zones
 - b. Unauthorized staging or waiting in Loading Zones
 - c. Soliciting fares, stationing or waiting in Loading Zones
 - d. Driver not with a vehicle
 - e. Cruising
 - f. Disobeying regulatory signs
 - g. Refusal of fares, except under authorized conditions

- h. Unprofessional conduct
- i. Use of profane language
- j. Providing misleading information as to other Commercial Ground Transportation Services or Operators, or altering Passenger's choice of service
- k. Failure to pay applicable fees
- l. Not having required permit(s), if applicable
- m. Failure to comply with MSCAA's representative's or agent's instructions
- n. Obstructing roadways
- o. Double parking
- p. Driving in an unsafe manner, including but not limited to speeding, backing vehicles on Commercial Drives, stopping in crosswalks to load or unload, and failing to yield to pedestrians
- q. Failure to make proper vehicle repairs

C. Revocation

In addition to all remedies provided by law, Revocation may be imposed for any violation of these Rules and Regulations, including, but not limited to:

1. Failure to pay applicable fees or fines within 30 days of receiving notice from MSCAA
2. Not having required permit(s), if applicable, within 30 days of receiving notice from MSCAA
3. Non-current or no insurance certificate or satisfactory evidence of coverage
4. Overcharging customers
5. Conduct detrimental to the orderly operation of the Airport
6. Conducting illegal activities on the Airport premises that result in a misdemeanor or a felony conviction
7. Conviction of a felony for activities off the Airport premises
8. Any violation of these Rules and Regulations after two (2) Suspensions have been imposed within 24 months

D. Appeal

Violation in all categories will be handled quickly. If the Operator or driver wishes to appeal the notification of a fine, Suspension, or Revocation, they may appeal in writing to the President within 24 hours of notification of the violation. If the President elects to review the appeal, the time, date and place of the hearing will be given to the appellant. The results of an appeal hearing are final.