

**JACKSON MUNICIPAL AIRPORT AUTHORITY
GROUND TRANSPORTATION RULES AND REGULATIONS
FOR JACKSON-MEDGAR WILEY EVERS INTERNATIONAL AND HAWKINS FIELD AIRPORTS
ADOPTED SEPTEMBER 22, 2016**

The Ground Transportation Rules and Regulations ("Rules") for Jackson-Medgar Wiley Evers International (JAN) and Hawkins Field (HKS) Airports are effective from and after November 1, 2016 and replace the previous version of the Ground Transportation Rules and Regulations for Jackson-Medgar Wiley Evers International Airport and Hawkins Field Airports adopted April 25, 2016.

SECTION 1. Definitions. When used in these Rules, the following terms shall have the respective meanings given in this Section:

- (a) Airport Operations Agent: shall mean the JMAA employee designated from time-to-time by the Chief Executive Officer to act as coordinator of Ground Transportation at JAN or HKS.
- (b) Annual Permit Fee: shall mean the non-refundable fee payable by a Permittee in exchange for the privilege of providing Ground Transportation Services. The Annual Permit Fee is due on or before September 15 of each year.
- (c) Applicant: shall mean any Person submitting an Application for a Permit to Provide Ground Transportation Services. Appendix 2 attached is the current form of the Application.
- (d) Application for a Permit to Provide Ground Transportation Service: shall mean an application in the form prescribed by JMAA from time-to-time to provide Ground Transportation Services at JAN or HKS. Appendix 2 attached is the current form of the Application.
- (e) Authorized Signatory: shall mean an individual who, on behalf of a Permittee, sponsors a licensed Operator and his or her application to JMAA for a Security Identification/Access Media. As a sponsor, the Authorized Signatory represents to JMAA's Identification Office that the applicant Operator provides Ground Transportation Services in cooperation with the Permittee and requires a Security Identification Badge in order to complete his or her work responsibilities at JAN or HKS.
- (f) Board: shall mean the Board of Commissioners for JMAA.
- (g) Bus: shall mean a vehicle having a passenger capacity of more than fifteen (15) passengers.
- (h) Call Service: shall mean Ground Transportation Services provided by a Person summoned to JAN or HKS by the passenger or at the passenger's request, but not including Chartered Ground Transportation and Transportation Network Companies.
- (i) Chartered Ground Transportation: shall mean Ground Transportation of persons for hire with an Operator furnished by the provider of such services where the

user(s) have made advance reservations for a particular vehicle, person or group at a particular time or in advance of flight time.

- (j) Chief Executive Officer: shall mean the Chief Executive Officer for JMAA as appointed by the Board and from time-to-time, in his or her absence, any person appointed by the Chief Executive Officer or the Board to assume the Chief Executive Officer's duties and responsibilities.
- (k) City: shall mean the City of Jackson, Mississippi.
- (l) Courtesy Vehicle: shall mean a vehicle operated for the convenience of, and at no charge, cost or expense to, the patrons of the provider or sponsor, the cost and expense of which is borne entirely by the provider or sponsor of the service.
- (m) Delivery Service: shall mean service provided for the delivery of baggage, luggage, freight or cargo to or from the Terminal Building.
- (n) Demand Service: shall mean transportation of persons for hire with a driver using Taxis, Limousines or Vans meeting the general public at flight time at the designated location, having no specific passenger manifest and otherwise not qualifying as Call Service or Chartered Ground Transportation.
- (o) Geo-Fence: shall mean a software program that uses a global positioning system (GPS) or radio frequency identification (RFID) to define geographical boundaries whose points are geographic coordinates defined by JMAA management.
- (p) Ground Transportation: shall mean the carriage of persons or property across roadways to, from or about JAN or HKS. Ground Transportation shall specifically include services provided by Taxis, Buses, Limousines and Vans, Courtesy Vehicles, Off-Airport Rent-a-Car Operators, On-Airport Rent-a-Car Operators, Public Transportation and Chartered Ground Transportation. Ground Transportation shall specifically exclude TNCs.
- (q) Ground Transportation Services: shall mean the provision of Ground Transportation to or from JAN or HKS.
- (r) HKS: shall mean the Hawkins Field airport located in the City of Jackson, Hinds County, Mississippi, and all facilities ancillary thereto.
- (s) JAN: shall mean the Jackson-Medgar Wiley Evers International Airport located in the City of Jackson, Rankin County, Mississippi, and all facilities ancillary thereto.
- (t) JMAA: shall mean the Jackson Municipal Airport Authority, a municipal airport authority organized and existing under the Mississippi Code 1972 Annotated, as amended or supplemented from time-to-time, and any replacement or recodification thereof.

- (u) Limousine or Van: shall mean a motor vehicle, not equipped or required to be equipped with a taximeter under any applicable law, and with a capacity of not more than fifteen (15) passengers, for hire on demand.
- (v) Notice of Violation: means a written notice of violation of these Rules issued by JMAA.
- (w) Off-Airport Rent-a-Car Operator: shall mean any Rent-a-Car Operator which is not operating currently in compliance with a granted existing concession agreement authorizing on-airport rent-a-car services at JAN or HKS.
- (x) On-Airport Rent-a-Car Operator: shall mean any Rent-a-Car Operator which is operating in compliance with a granted existing concession agreement to provide on-airport rent-a-car services at JAN or HKS.
- (y) Operator: shall mean the operator of any motor vehicle of any type providing Ground Transportation Services.
- (z) Permit: shall mean a Permit issued by JMAA allowing the Person named therein to provide Ground Transportation Services at JAN or HKS.
- (aa) Permittee: shall mean any Person holding a valid Permit, including all officers, employees, agents, contractors and representatives of the Permittee.
- (bb) Person: shall mean a natural person, or any corporation, partnership, limited liability company, limited partnership, limited liability partnership or other association.
- (cc) Police: shall mean any duly appointed law enforcement officer(s) having jurisdiction at JAN or HKS including, without limitation, the Police Departments of JMAA and the City.
- (dd) Private Vehicle: shall mean any vehicle operated for transportation of persons or property without expectation of monetary or commercial gain, direct or indirect, excluding Courtesy Vehicles.
- (ee) Public Service Commission: shall mean the Mississippi Public Service Commission and any successor.
- (ff) Public Transportation: shall mean Ground Transportation Services provided by or on behalf of the City, or any other municipality, county or public body to the general public.
- (gg) Rent-a-Car Operator: shall mean any Person providing motor vehicle rental or leasing services to the general public.
- (hh) Rules: shall mean the Ground Transportation Rules and Regulations for JMAA and any amendments, modifications and supplements hereto.

- (ii) Security Identification/Access Media: shall mean the security identification badge or other devices issued by JMAA to persons with work responsibilities at JAN or HKS.
- (jj) Special Vehicle License: shall mean a Vehicle License issued solely to providers of Chartered Ground Transportation Services at JAN or HKS which only provides for a limited number of trips. Appendix 5 attached is the current form of the License. A Special Vehicle License may be used by all vehicles owned by Permittee; however it may not be transferred to or used by another Person.
- (kk) Taxi: shall mean a vehicle designed and/or constructed to accommodate and transport passengers and fitted with a taximeter to determine and/or indicate the passenger fare, or any vehicle otherwise designated as a "taxicab" under the Motor Vehicle for Hire Ordinance of the City, regardless of whether the vehicle is permitted or licensed thereunder.
- (ll) Taxi Queuing Area: shall mean the area adjacent to the Terminal Building designated from time to time by JMAA as the area for Taxis to wait to load passengers.
- (mm) Terminal Building: shall mean the Main Terminal Building at JAN or HKS.
- (nn) Transportation Network Company (TNC): shall mean a corporation, partnership, sole proprietorship, or other entity that is licensed pursuant to Miss. Code Ann. § 77-8-1, et. seq. (2016 Supp.) and operating in Mississippi that uses a digital network to connect transportation network company riders to transportation network company drivers who provide prearranged rides.
- (oo) TNC Driver: pursuant to Miss Code Ann. § 77-8-1(f) (2016 Supp.) shall mean an individual who: (i) receives connections to potential passengers and related services from a transportation network company (TNC) in exchange for payment of a fee to the transportation network company (TNC); and (ii) uses a personal vehicle to offer or provide a prearranged ride to riders upon connection through a digital network controlled by a transportation network company (TNC) in return for compensation or payment of a fee.
- (pp) TNC Rider: pursuant to Miss Code Ann. § 77-8-1(g) (2016 Supp.) shall mean an individual or persons who use a transportation network company's (TNC's) digital network to connect with a transportation network driver (TNC Driver) who provides prearranged rides to the rider in the driver's personal vehicle between points chosen by the rider.
- (qq) TNC Terminal Pick Up area: shall mean the area designated for TNC pickups at JAN located on the West End of the outside lane of the Lower Terminal Roadway; or, within the geographic boundary of HKS.

- (rr) TNC Vehicle: shall mean a vehicle that is used by a transportation network company driver (TNC Driver) and is owned, leased or otherwise authorized for use by the transportation network company driver (TNC Driver) by a transportation network company (TNC).
- (ss) Trip Fee: shall mean the fee charged for every pick-up from JAN or HKS, as approved by the JMAA Board of Commissioners, and tracked via the Geo-Fence.
- (tt) Vehicle Holding Area: shall mean the area designated from time to time by JMAA as the area for vehicles to wait to enter a designated standing or loading area or the Taxi Queuing Area.
- (uu) Vehicle License: shall mean the sticker, decal, placard or hanger in such form as the Chief Executive Officer may determine, issued to a Permittee for each vehicle operated at JAN or HKS. Appendix 4 attached is the current form of the License.
- (vv) Vehicle License Application: shall mean an application in the form prescribed by JMAA from time-to-time for a Vehicle License. Appendix 3 attached is the current form the Application.
- (ww) Vehicle License Fee: shall mean the fee for a Vehicle License for one (1) vehicle. The fee is set forth in Appendix 1.

SECTION 2. Application and Purpose. The Rules herein apply to all Ground Transportation Services and all providers of Ground Transportation at JAN and HKS. The purpose of these Rules is to ensure that fair and equitable standards are maintained for all users; a high quality of service is available to the public, and JMAA is adequately compensated by providers of Ground Transportation for the benefits derived from the use of JAN and HKS.

SECTION 3. Powers and Duties of Chief Executive Officer. The Chief Executive Officer shall be responsible, among other things, for enforcing the Rules as the same may be amended or supplemented from time-to-time; and carrying out such additional duties as may from time-to-time be authorized or directed by the Board. Subject only to applicable law, the Chief Executive Officer has all authority to plan, place and install traffic control devices at JAN and HKS.

SECTION 4. Ground Transportation Requires Compliance With Rules. No Person shall operate, park or stand any vehicle at JAN or HKS for the purpose of transporting, loading or unloading passengers, baggage, luggage, freight or cargo or otherwise engaging in Ground Transportation Services except as provided in the Rules herein.

SECTION 5. Permit Requirements: Exceptions. With the exception of Transportation Network Companies, no Person shall engage in providing Ground Transportation Services without first submitting an Application to Provide Ground Transportation Services (including all required Exhibits and information), securing a Permit, paying the appropriate Annual Permit Fee to JMAA and securing a Vehicle License for each vehicle operated at JAN or HKS, as applicable. The current Annual Permit Fee and Vehicle License Fee are as set forth in Appendix 1 attached hereto and may be changed by JMAA at any time. No Permit or Vehicle License shall be required

solely for the delivery of passengers or patrons to JAN or HKS. The Permit is in addition to any license, certificate or permit required by the City of Jackson under the City's Vehicle for Hire Ordinance or by the Public Service Commission.

No Person having an agreement with JMAA for the lease of physical space at JAN or HKS, whether in the Terminal or otherwise, including, but not necessarily limited to, On-Airport Rent-a-Car Operators, shall be required to have a Permit prescribed hereunder or pay any Annual Permit or Vehicle License Fees. Provided, however, all such Persons shall comply with all other provisions of the Rules herein. Advertising at JAN and HKS through JMAA's advertising concessionaire or otherwise being listed on a "call board" at JAN or HKS shall not constitute a lease of space at JAN or HKS.

SECTION 6. Permit Conditioned Upon Compliance with Law. The issuance and continued validity of any Permit or Vehicle License shall be conditioned upon the Applicant's agreement and undertaking to abide by the Rules herein, any other rules, regulations or minimum standards adopted by JMAA or any successor in interest to JMAA from time-to-time, all federal, state and local laws, ordinances, rules and regulations including, without limitation, the City's Vehicle for Hire Ordinance and the rules and regulations of the Public Service Commission. At the request of the Chief Executive Officer or any other JMAA Official, each Permittee shall provide proof of all business permits and licenses required by the United States of America, the State of Mississippi (including, without limitation, the Public Service Commission), the City, the County of Hinds, the County of Rankin and any other body having jurisdiction over HKS, JAN, JMAA or the Applicant.

SECTION 7. Damage to JMAA Property. Any Person, including, without limitation, any Permittee, causing or being liable for any damage or destruction to JMAA's property at any location including, but not limited to, JAN and to HKS, shall be required to pay JMAA on demand the cost of any repairs or the value of any destroyed JMAA property.

SECTION 8. Signage. JMAA reserves the right to install and display signage at key positions at JAN and HKS directing passengers to the front of the Taxi Queuing Area. Installed signs for the Taxi Queue Area will encourage passengers to accept the first available taxi in queue; however, each passenger retains the option to choose any taxi in queue that is suitable to the passenger's needs and preferences. No Operator or Permittee shall solicit or seek to entice any customer or potential customer in violation of this policy. JMAA reserves the right to install and display signage at key positions at JAN and HKS directing passengers to the designated TNC Terminal Pickup Area.

SECTION 9. Solicitation Prohibited. No Permittee, Operator, any other Person required to have a Permit or TNC Driver shall solicit any business or fares at JAN or HKS regarding its Ground Transportation Services, except for approved advertising using JMAA's advertising concessionaire. Prohibited solicitation includes, but is not limited to, the placement of fliers, business cards or other materials in the public areas of JAN or HKS or any oral solicitation of passengers. Demand Services to passengers shall be provided on a first-come, first-served basis. Violation of these Rules includes calls out to passengers, or interfering in any manner by a Permittee, Operator, any Person required to have a Permit or TNC Driver with a passenger's choice of the type of transportation she/he desires to use.

SECTION 10. Loitering Prohibited. No Permittee, Person required to have a Permit or Operator shall loiter on the property at JAN and HKS or owned by JMAA, or in any building located at JAN and HKS or owned by JMAA. All Operators are to be stationed at or near their vehicles when passengers are deplaning. An Operator shall not be considered to be loitering if the Operator is: (a) in the Terminal in compliance with Section 23; (b) utilizing the designated smoking areas; or (c) waiting in or within approved loading or standing areas as provided by the Rules herein. No Operator is permitted to leave his or her vehicle unattended in the Taxi Queue Area for more than 10 minutes.

SECTION 11. Inspection of Equipment. Each Permittee and Operator shall make each of its vehicles and all other equipment used in conjunction with Ground Transportation Services available for inspection by JMAA for compliance with the Rules herein and any minimum standards that may be adopted from time-to-time by JMAA. Each vehicle is to be kept in a neat and orderly fashion. The passenger compartment and luggage area/trunk space are to be free of debris and clean.

SECTION 12. Smoking. Smoking and the use of tobacco products is prohibited in Ground Transportation vehicles. No Permittee, Person required to have a Permit, or any Operator shall smoke at JAN or HKS, except in designated smoking areas.

SECTION 13. Application for Permit. No Permit shall be issued to any Applicant without the Applicant first having submitted an Application for a Permit to Provide Ground Transportation Services. Appendix 2 attached is the current form of the Application. At a minimum, each Application shall include the following information:

- (a) The name, address and social security number or employee identification number, as applicable, of each Person having a direct or indirect ownership interest in the Applicant; provided, however, for any Applicant publicly traded on any nationally recognized securities exchange, the Applicant shall not be required to provide any ownership information;
- (b) Proof of insurance in the amounts and coverages (including all endorsements) required under these Rules;
- (c) A written agreement covenanting to comply with these Rules and all applicable federal, state and local laws, rules, regulations, ordinances and minimum standards;
- (d) A written agreement to indemnify, defend and hold harmless JMAA from any and all costs, claims, expenses and liabilities whatsoever arising out of Applicant's operations; and
- (e) A certified copy of any Certificate of Public Convenience and Necessity or other certificate, license or permit issued by the Commission, the City or other governmental agency having jurisdiction over the Applicant granting the Applicant the authority to provide such services or evidence, acceptable to JMAA, that no such certificate, license or permit is required. Such evidence may include, but is

not necessarily limited to, a certificate or letter of exemption from the applicable permitting authority.

In addition to the Application for a Permit to Provide Ground Transportation Services, the Applicant shall submit a Vehicle License Application for each vehicle operated at JAN or HKS.

Each Annual Permit expires on September 30, regardless of the date issued. On or before September 15 of each year each Permittee shall pay the Annual Permit fee to automatically renew his/her Permit for one year period commencing on October 1, conditioned upon the Permittee at that time being in compliance with all provisions of the Rules and the Permit issued to the Permittee.

A late processing fee of \$15.00 will be charged to any Permittee who fails to pay the Annual Permit fee on or before September 15. Additionally, a Permittee paying after September 15 will be subject to any further penalties provided in any other provision of these Rules or the Permit issued to the Permittee.

SECTION 14. Security Identification/Access Media. No Permittee, except those Permittees that exclusively provide Chartered Bus Ground Transportation Services, shall provide any Ground Transportation Services at JAN or HKS without first having acquired a Security Identification/Access Media from JMAA for each Operator or other employee, agent or representative providing any Ground Transportation Services at JAN or HKS. Each Permittee must designate at least one individual as the Permittee's Authorized Signatory to sponsor Operators and any other employee, agent or representative and their applications for Security Identification/Access Media in accordance with JMAA's Security Identification/Access Media policies. Security Identification/Access Media must be worn and properly displayed at all times while providing Ground Transportation Services at JAN or HKS. Each Operator and each Permittee shall advise JMAA immediately of any change in employment or affiliation of an Operator as to the Permittee providing a Permit to the Operator. The failure to apply for and receive a Security Identification/Access Media, and the failure to renew a Security Identification/Access Media prior to its expiration are violations of the Rules herein.

SECTION 15. Operator's License Required. No Operator or other employee, agent or representative of any Permittee or any Person required to have a Permit shall operate any motor vehicle on or at JAN or HKS without having the appropriate Mississippi State Motor Vehicle Operator's License or other appropriate license or operator's permit. Each Operator shall display his or her Mississippi State Motor Vehicle Operator's License, other appropriate license or operator's permit to any JMAA Official upon request. Violation of this provision, in addition to any other penalties provided by applicable law, rule or regulation, shall be grounds for immediate suspension or revocation of a Permittee's Permit or Vehicle License(s). Violation of this provision by any Person required to have a Permit and not having been issued a Permit shall be grounds for rejection of an Application to Provide Ground Transportation Services in the future.

SECTION 16. Loading or Standing Areas. Ground Transportation Operators shall only use the loading or standing areas designated by JMAA for such purpose. Upon entry to JAN or HKS without passengers or after discharging passengers at JAN or HKS, each Operator shall proceed at once by the most direct route to the proper loading or standing area or immediately leave JAN

or HKS. In no event will any Permittee, Operator or any Person required to have a Permit or a Vehicle License under these Rules or any other Person be allowed to either leave his or her vehicle unattended, park or stand on the Upper Terminal Drive, park or stand in any manner that prevents the free flow of traffic about JAN or HKS or to park or stand in any manner which prevents access to approved parking, loading, unloading or standing areas.

SECTION 17. Taxi Queue. Notwithstanding any provision of the Rules herein to the contrary, no Taxi shall stand or park (except Taxis delivering passengers to the Terminal or providing Call Services) except in the Taxi Queuing Area designated from time-to-time by the Chief Executive Officer. Taxis shall proceed in an orderly manner through the Taxi Queuing Area with the Taxi then in first position providing service to the next passenger. Operators must immediately engage their "Top Light" indicating that the Taxi is not available for service when a passenger hires the Taxi for service. If the Taxi in first position of the Taxi Queue is not suitable to provide service to the next passenger or party due to any reason, the next Taxi in line suitable to meet these needs may provide the requested Ground Transportation Services. An Operator capable of providing the requested services may not refuse fare from one passenger in order to accept another passenger. Passengers may not be dropped-off in the Taxi Queuing Area; passengers must be dropped-off on Upper Terminal Drive or using the inside lanes of Lower Terminal Drive. An Operator dropping-off passengers may only proceed to the Taxi Queuing Area after discharging all passengers.

SECTION 18. Loading or Standing Areas. In no event will any TNC Driver, Permittee, Operator or any Person required to have a Permit or a Vehicle License under these Rules or any other Person be allowed to either leave his or her vehicle unattended, park or stand on Upper Terminal Drive, park or stand in any manner that prevents the free flow of traffic about JAN or HKS or park or stand in any manner which prevents access to approved parking, loading, unloading or standing areas. TNC Drivers are to pick up and immediately depart from designated area after identifying their passenger(s).

SECTION 19. Special Requirements for Chartered Ground Transportation. All Chartered Ground Transportation requires a manifest by passenger or group name, and only those passengers or members of those groups shown on the manifest may be boarded. Call Services provided by licensed Taxis require a written notice of pickup, which may be inspected by JMAA when the Taxi enters the restricted areas marked for Chartered Ground Transportation and Call Services. The notice must include, at a minimum, the name of the party or the company/entity contracting for the service, and the predetermined arrival time of the party or the company/entity contracting for service. In addition, the Operator must display a "Call Services Identification Hang-Tag" in the form provided by JMAA. Appendix 5 attached is the current form of the Hang-Tag. This written notice applies to single person parties as well as groups such as flight crews. Loading for Chartered Ground Transportation is restricted to areas marked for Chartered Ground Transportation and Call Services. All such services will be provided in the outer lane of the lower driveway unless otherwise authorized by the Airport Operations Agent. An Operator engaged in providing Chartered Ground Transportation services at JAN or HKS must engage the "Top Light" of his or her vehicle indicating that the vehicle is not available for general passenger service.

SECTION 20. Geo-Fence. The JMAA Geo-Fence includes geographic coordinates defined by JMAA which tracks TNC Drivers accessing JMAA property. The Operator will be charged a trip fee for each customer pick-up as defined in Section 29.

SECTION 21. Display of Call Service Identification Hang-Tag. Any Operator providing Call Services must place a Call Service Hang-Tag on the rear view mirror of his or her vehicle or otherwise visibly display the Call Service Hang-Tag on the front dash board of his or her vehicle while providing Call Services. The Call Service Identification Hang-Tag shall be in the form of Appendix 5 to these Rules or in such other form as JMAA may specify from time to time.

SECTION 22. Display of Vehicle License. A Permittee or Operator, excluding Chartered Ground Transportation providers (who are covered below) and TNCs, shall at all times display a valid Vehicle License in each vehicle operating at JAN or HKS in the form prescribed from time-to-time by JMAA. The initial form of Vehicle License is attached to these Rules as Appendix 4. A Vehicle License must be secured for each vehicle operated by a Permittee, or an Operator on the Permittee's behalf, from the Airport Operations Agent upon payment of the fee set forth in Appendix 1. Vehicle Licenses may be secured on a quarterly or annual basis. Quarterly Vehicle Licenses shall be valid for 3 calendar months, expiring on the last day of the 3rd month. A Permittee must renew a quarterly Vehicle License on or before the fifth business day of the 3rd month following expiration. All Annual Vehicle Licenses expire on September 30th regardless of the date of purchase and must be renewed on or before the fifth business day of October. Any Vehicle License not renewed within the time allowed will be subject to a late processing fee of \$15.00. Vehicle Licenses may be secured from JMAA's Access Control Specialist on the fourth floor of the main terminal building, Jackson-Medgar Wiley Evers International Airport. This service will be provided between the hours of 8:00 a.m. and 1:00 p.m. and between the hours of 2:00 p.m. and 4:00 p.m. Monday through Friday, excluding holidays. Vehicle Licenses and receipts for purchases will be issued at the time of the transaction. Vehicle License Fees are non-refundable. Except as provided below for Chartered Ground Transportation providers, Vehicle Licenses shall not be transferable between vehicles operated by a Permittee.

Providers of Chartered Bus Ground Transportation may secure a Special Vehicle License which may be transferred among the Permittee's own vehicles (including any leased or hired vehicles), but may not be transferred to or used by any other Permittee. The Special Vehicle License for Chartered Ground Transportation does not have to be displayed while providing Ground Transportation Services at JAN or HKS; however, the provider must notify JMAA's Airport Operations Agent (in advance) of each trip made by a vehicle under the Special Vehicle License, including providing identifying information for the vehicle.

It is the Permittee/Operator's obligation to secure a new Vehicle License for each vehicle each quarter or year, as applicable. No Person will be allowed to operate any vehicle for the purpose of providing Ground Transportation at JAN or HKS without a current Vehicle License. No Vehicle License shall be issued to any person except a Permittee or its employee, agent or representative, operating under the provisions of a valid Permit. No Vehicle License will be issued for a period extending beyond the current term of a Permittee's Permit.

SECTION 23. Utilization of Terminal Facilities. Any Permittee or Operator (excluding TNCs) providing On-Demand Service, Call Service, Chartered Ground Transportation, may enter the

Terminal to (a) to answer a direct request for Ground Transportation Services from authorized airline personnel; (b) utilize any space leased or assigned to the Permittee or Operator; (c) utilize the first floor break-room in the Terminal Building; (d) utilize the public restrooms; (e) patronize JAN's restaurants and/or gift shops; (f) confirm flight schedules via the Flight Information Display boards; and (g) aid a passenger who has specifically requested such aid with his or her luggage in connection with utilizing Ground Transportation Services.

SECTION 24. Prohibitions. No Permittee, Operator and/or TNC Driver may:

- (a) Loiter on the property of JAN or HKS, or in any building at JAN or HKS.
- (b) Consume or possess alcoholic beverages or controlled substances or be under the influence of alcohol or controlled substances while at JAN or HKS.
- (c) Disrupt employees, contractors or workmen.
- (d) Use telephones of private businesses/tenants.
- (e) Use break rooms of private businesses/tenants.

SECTION 25. Utilization of Terminal for Charter or Pre-Arranged Services. Permittees and Operators only may be in the baggage claim and ticketing areas of JAN (but not boarding areas) during unloading of flights for the sole purpose of meeting a passenger, passengers or company. Any such Permittee or Operator must display a plain white placard measuring not more than ten (10) inches by thirty (30) inches showing the name of the passenger, passengers or company contracting for services. The placard shall not display the name of the Permittee or Operator or of any destination or provider of the service.

SECTION 26. Courtesy and Public Behavior of Permittees, Operators and TNC Drivers.

- (a) Each Permittee shall ensure that its Operators and other employees, agents and representatives, while at JAN or HKS, treat members of the public with the utmost courtesy and respect. TNC Drivers, while at JAN or HKS, shall treat members of the public with the utmost courtesy and respect. Specific behavior that will not be tolerated includes but is not limited to: horseplay, catcalls, lewd remarks, profanity or obscene or vulgar language, smoking in unauthorized areas, loud music, fighting/violent behavior, drawing or threatening use of a weapon. Electronic Devices may be viewed by Operators while vehicles are parked as long as the volume is kept low as to not disturb other Operators, employees or patrons.
- (b) Operators and TNC Drivers must wear proper attire while providing Ground Transportation Services in accordance with the following:
 - (1) Male drivers shall wear long non-sagging pants, shirts with collars and sleeves, and shoes. Shoes shall be clean, closed-in and worn with socks. Hair, beards and/or moustaches shall be neat, trimmed and present a groomed appearance. Operators may wear hats, caps or other head coverings that (a) will not impair the safe operation of a motor vehicle and

(b) complements the Operator's ground transportation work duties and work attire.

(2) Female drivers shall wear long non-sagging pants or skirts, shirts with collars and sleeves, and shoes. Shoes shall be clean, closed-in and worn with socks or stockings. Hair shall be neat, trimmed, and present a groomed appearance. Operators may wear hats, caps or other head coverings that (a) will not impair the safe operation of a motor vehicle and (b) complements the Operator's ground transportation work duties and work attire.

(3) During seasonal periods, drivers may wear knee-length walking style shorts with a short sleeve or polo shirt, white socks and a leather top shoe with a rubber sole. Low cut, sleeveless shirts and tank tops shall not be worn. Cut-off jeans shall not be worn. Sheer, transparent or fish net materials shall not be used or worn as clothing.

SECTION 27. Vehicle Signs. All signs approved for vehicle operations in the City or by the Public Service Commission, as applicable, are approved for operation at JAN.

SECTION 28. Published Passenger Rates and Charges.

(a) All Operators providing Demand Services shall provide JMAA a copy of its current passenger rates. Subject to the requirements of the Motor Vehicle for Hire Ordinance or other applicable law, the Operator may change such rates periodically by delivery of the revised rates to JMAA.

(b) No Operator shall charge any rates greater than its published rates.

(c) Rates for Applicants must be submitted with the Application.

SECTION 29. Trip Fee Paid to JMAA By TNCs. Each time a TNC Driver crosses the boundaries of the Geo-Fence for a customer pick-up, JMAA will charge the TNC for the TNC Driver a trip fee of \$3.00 for each pick-up.

SECTION 30. TNC Drivers may not loiter or dwell on any part of JMAA property at any time and are prohibited from entering the Terminal Building or any building on JMAA's property.

SECTION 31. Debit/Credit Card Capability. An Operator may not utilize the Taxi Queuing Area unless the Operator accepts credit and debit cards for payment of taxicab fares. No request for taxi service may be refused to any person because of his or her desire to use a credit or debit card to pay a fare.

SECTION 32. Required Insurance. Each Permittee shall provide, at a minimum, the following required insurance:

- (a) Automobile liability, including hired and non-owned vehicles, with a combined single limit of \$200,000.00.
- (b) Uninsured motorist coverage for an accident in the minimum amount of \$25,000.00 for injury or death of any one person or \$50,000.00 for each accident, and \$10,000.00 for damage to property.
- (c) General liability insurance having a per occurrence limit of not less than \$300,000.00.
- (d) Worker's compensation insurance in such amounts as may be required under the laws of the State of Mississippi.

JMAA shall be named as an additional insured on each liability policy of insurance provided hereunder. Each Applicant shall deliver an original certificate of insurance to JMAA with its Application. The termination, modification or non-renewal of each policy of insurance required hereunder shall be conditioned upon not less than thirty (30) days prior written notice to JMAA. JMAA reserves the right to increase the amounts of insurance required of Permittees at any time; provided, no increase in required insurance shall be effective less than sixty (60) days from the date of notice of such increase. Nothing in this Section excuses or releases any Permittee from complying with any requirement of the City or the Public Service Commission.

SECTION 33. Starter and/or Dispatcher Charges. JMAA reserves the right, at any time, to hire a starter or dispatcher to assist in the orderly handling of Ground Transportation Services and the preservation of order at JAN and HKS by regulating the loading and unloading of passengers at the Terminal Building. The services of a Starter and/or Dispatcher will be funded by Ground Transportation Service providers.

SECTION 34. Off-Airport Rent-A-Car Companies

- (a) Off-Airport Rent-a-Car Companies shall pay JMAA a fee of ten percent (10%) of gross revenues from all rentals generated at or from JAN or HKS.
- (b) Off-Airport Rent-a-Car Companies shall limit their activities to the dropping off or picking up of customers at JAN and HKS. No rental transactions shall be completed at JAN or HKS.
- (c) No Off-Airport Rent-a-Car Company that executes JMAA's standard form Off-Airport Rent-a-Car Operating Agreement shall be required to secure a Permit or a Vehicle License for its vehicles.

SECTION 35. Transportation Complaint Resolution Procedure. All disputes between Ground Transportation providers and all complaints against providers of Ground Transportation shall be submitted in writing to JMAA's Chief Operating Officer. The Chief Operating Officer will consider the information submitted and provide the involved parties with a written determination within fifteen (15) days of receiving the complaint. Should the Chief Operating Officer determine that a Notice of Violation be issued for violation of these Rules, the recipient of the Notice of Violation will have ten (10) business days from date of receipt to provide the Chief Operating Officer with a written response. The recipient of the Notice of Violation should include, in his or her written response, a request for an in-person meeting with the Chief Operating Officer, if one is desired. The Chief Operating Officer will issue a written decision within fifteen (15) days of receiving a written response to the Notice of Violation or within fifteen (15) days of any meeting with the accused violator, whichever is later. Proceedings before the Chief Operating Officer shall be informal, and the Mississippi Rules of Evidence shall not apply. The Chief Operating Officer is not authorized to issue subpoenas or other orders to appear in furtherance of any ground transportation complaint. Parties may, but need not be, represented by counsel when appearing before the Chief Operating Officer.

SECTION 36. Nonexclusive Authority. These Rules shall be in addition to any other laws, rules, regulations or minimum standards applicable to each Person and shall be in addition to any authority that JMAA may have under applicable federal, state or local laws, rules, regulations, ordinances, orders or decrees.

SECTION 37. Violations of Rules.

- (a) JMAA shall have all powers and authorities under applicable law to restrain any Person from providing Ground Transportation Services in violation of these Rules, or other applicable laws, rules, regulations or ordinances.
- (b) Without limiting the foregoing, upon the occurrence of the third violation of these Rules within any calendar year, the Operator's Vehicle License shall be suspended for 180 calendar days.
- (c) Notwithstanding the foregoing, and without limiting other penalties that may be assessed under applicable laws, rules, regulations or ordinances, JMAA may, immediately and without prior notice to the Permittee or Operator, at its sole discretion, suspend or revoke any Permit or Vehicle License for violation of any of Section 15 (Operator's License Required) or Section 31 (Required Insurance). In these cases the Operator or Permittee, as applicable, will not be permitted to operate at JAN or HKS until such time as the Operator or Permittee, as applicable, comes into compliance with these Rules.
- (d) JMAA will not make any refund of any Permit Fee or Vehicle License Fee following suspension or revocation of a Permit or Vehicle License.

SECTION 38. Repeat/Serious Violations. JMAA reserves the right to permanently revoke the privilege of providing Ground Transportation Services at JAN and HKS for more than three (3) violations of these Rules or in the event of a violation which causes or threatens to cause damage

to person(s) or property, JMAA may immediately and permanently revoke the Permittee's Permit or Vehicle License, as appropriate.

SECTION 39. Effective Date. These Rules and Regulations shall take effect on November 1, 2016.

CERTIFICATION

I, Rosie L. T. Pridgen, Ph.D., Chairman, Board of Commissioners of the Jackson Municipal Airport Authority, a municipal airport authority lawfully organized and existing under the laws of the State of Mississippi, Miss. Code Ann §. 61-3-5, do hereby certify that the above and foregoing are the **JACKSON MUNICIPAL AIRPORT AUTHORITY GROUND TRANSPORTATION RULES AND REGULATIONS FOR JACKSON-MEDGAR WILEY EVERS INTERNATIONAL AND HAWKINS FIELD AIRPORTS** adopted on 22nd day of September, 2016 by the Board of Commissioners of the Jackson Municipal Airport Authority, in accordance with all of its documents of governance and management and the laws of the State of Mississippi.

SO CERTIFIED, this the _____ day of September, 2016.

Rosie L. T. Pridgen, Ph.D.
Chairman

(SEAL)

APPENDIX 1

FEES

Annual Permit Fee: \$100 per year (Permit granted to commercial owner(s))

Vehicle License Fee:

A. All ground transportation providers, except Motor Coach/Chartered operators:

\$ 120/quarterly/per vehicle, or
\$ 480/yearly/per vehicle

B. Chartered/Motor Coach Operators:

\$ 37.50/per trip

(Requires 24-Hour advance notice to Airport Operations Agent at 601.939.5631 extension 252 or 220 or 601.664.3595 fax)

C. Vehicle Licenses not renewed within the time allowed by the Rules will be subject to a late processing fee of \$15.00.

APPENDIX 2

JACKSON MUNICIPAL AIRPORT AUTHORITY

JACKSON-MEDGAR WILEY EVERS INTERNATIONAL AIRPORT
HAWKINS FIELD AIRPORT
JACKSON, MISSISSIPPI
GROUND TRANSPORTATION

APPLICATION AND AGREEMENT FOR A GROUND TRANSPORTATION PERMIT

APPLICANT: _____
(Full Legal Name of Business)

PURPOSE: Taxi Courtesy Delivery Service
 Other (describe) _____

In consideration of the administrative processing of this Application and the issuance of a Ground Transportation Permit ("Permit") by the Jackson Municipal Airport Authority ("JMAA") to allow Applicant to provide General Transportation Services at the Jackson-Medgar Wiley Evers International Airport (JAN) and Hawkins Field (HKS) in accordance with the Ground Transportation Rules and Regulations for JAN and HKS adopted by JMAA on _____, ____, as the same may be amended or supplemented from time-to-time (the "Rules"), the Applicant agrees to the following throughout the term of the Permit, beginning _____ and ending, unless terminated sooner, September 30, ____.

1. This Permit and the Permittee's operations at JAN and HKS shall be subject to the Rules. Applicant, by executing this Application, specifically acknowledges that it/he/she received a copy of the Rules, understands the Rules and agrees to observe and comply with the Rules, as the same may be amended, modified or supplemented from time-to-time.
2. This Application shall only constitute a Permit to provide Ground Transportation Services at JAN and HKS upon payment of all applicable fees, receipt by JMAA of all required information and documents and counter-execution by JMAA.

3. It is understood and agreed that the Permit can be renewed each October 1, for a one (1) year term ending upon the succeeding September 30, upon payment of the applicable Annual Permit Fee (as the same may be changed from time-to-time by JMAA) by the Permittee on or before September 15 of each year. Either party may terminate the Permit by notice mailed to the other party at its regular business address not less than sixty (60) days before the expiration of the initial term or any renewal term of the Permit. Furthermore, JMAA may terminate the Permit at any time for breach of any of the terms of the Permit, or for failure of the Applicant to comply with any provision of the Rules or any other applicable federal, state or local laws, ordinances, rules or regulations.
4. Applicant acknowledges that it/he/she is an independent contractor operating at JAN or HKS and that neither the issuance of a Permit nor the regulation of the Applicant's operations at JAN or HKS by JMAA shall create the relationship of partners or principal and agent. Applicant agrees to indemnify, defend and hold harmless JMAA from any and all losses, claims, costs, suits, expenses or liabilities whatsoever (including attorneys' fees and costs of investigation and defense thereof) arising out of the operations of Applicant.
5. Applicant has paid a non-refundable, first year Permit Fee in the amount of One Hundred Dollars and no cents Dollars (\$100.00) with the submission of this Application.
6. Applicant agrees that the Permit issued pursuant to this Application is only for the operations listed at the top of Page One (1) of this Document in the row labeled "PURPOSE" and as further defined and limited in the Rules. Applicant agrees that any operations other than those provided herein are expressly prohibited at JAN and HKS. Applicant agrees to operate only in the areas designated by JMAA, and Applicant agrees that the designated areas may be changed from time-to-time and at any time by JMAA. Applicant also acknowledges and agrees that the issuance of a Permit does not constitute a lease of any property, real or personal, from JMAA to Applicant.

7. Applicant acknowledges that it/he/she must secure a Vehicle License for each vehicle to be operated at JAN or HKS in the performance of Ground Transportation Services. No vehicle may be operated at JAN and HKS in the performance of Ground Transportation Services without a current Vehicle License.
8. In the event of non-payment of the Annual Permit Fee or any other fees or charges due JMAA (**except and not including Vehicle License Fees** for which JMAA shall be under no obligation to provide notice to Applicant prior to revocation for non-payment), JMAA shall notify Applicant of non-payment by certified mail to Applicant at the address shown in Paragraph 13(c). Applicant shall have ten (10) calendar days from the date said notice was mailed to tender the Annual Permit Fee and/or any past due amounts to JMAA. In the event the Applicant does not tender all past due amounts to JMAA within the time provided, the Permit shall be suspended and Applicant shall not operate at JAN or HKS. If any amount remains due more than thirty (30) days after the mailing of notice by JMAA, the Permit shall automatically terminate, and Applicant shall not provide any Ground Transportation Services at JAN or HKS until it has submitted a new Application, the appropriate Permit Fee, a late processing fee of \$15.00 and all other information required by the Rules or Application and JMAA has issued a Permit.
9. It is understood and agreed that Applicant shall observe and comply with all laws, ordinances, rules, regulations and minimum standards of the United States, the State of Mississippi, the Counties of Rankin and Hinds, the City of Jackson, JMAA and any and all other agencies, bureaus or departments thereof which may be applicable to the operations, management, maintenance or administration of JAN and HKS now in effect or hereafter promulgated; and further, Applicant will display to JMAA any and all permits, licenses or other evidences of compliance with all laws upon request by JMAA.

10. Applicant will maintain automobile, contractual and general liability insurance in the amounts required by the Rules. Written proof of insurance in the form of an original Certificate of Insurance must be submitted with this Application. Each policy of insurance required hereunder shall name JMAA as an additional insured and shall provide that termination, cancellation or modification of any policy of insurance shall be conditioned upon not less than thirty (30) days prior written notice to JMAA. In no event shall Applicant provide any Ground Transportation Services at JAN or HKS without having the insurance required under the Rules and this Application.
11. Applicant understands and agrees that JMAA may change or amend the insurance requirements in the Rules to reflect new minimum insurance standards for Applicant and other similar businesses operating at JAN and HKS. The Applicant shall provide evidence of the changed or amended insurance requirements not less than sixty (60) days after the date such amendment is adopted. Failure of Applicant to comply with the insurance requirements herein shall constitute grounds for immediate suspension or revocation of the Permit.
12. Applicant agrees to immediately report any damage to any property of JMAA and to make payment to JMAA for repair or replacement thereof promptly upon demand by JMAA.
13. Applicant certifies the following information is accurate and correct:
 - (a) Legal Business Name: _____
 - (b) State of Organization if Corporation, Partnership, Limited Liability Company: _____
 - (c) Street Address: _____
 - (d) Mailing Address: _____
 - (e) City/State/Zip: _____
 - (f) Telephone: _____
 - Owner Street Address: _____
 - City/State/Zip: _____
 - Social Security Number: _____
 - (g) Owners/Partners/Proprietors: _____

- 1) Name: _____
 Street Address: _____
 City/State/Zip: _____
 Social Security Number: _____
- 2) Name: _____
 Street Address: _____
 City/State/Zip: _____
 Social Security Number: _____

(Attach additional sheets as necessary – Applicant must disclose all persons or entities owning 10% or more of the ownership interests in Applicant except as provided in the Rules.)

(h) Officers:

- President: _____
- Vice President: _____
- Secretary: _____
- Treasurer: _____

- 14. Applicant shall report to JMAA any changes in any of the information provided in this Application within ten (10) days of such change.
- 15. In addition to the Annual Permit Fee required, Applicant agrees to pay to JMAA such other fees as may be assessed against any other Permittee providing the same class of service under the Rules. Any such payment is due on or before the twentieth (20th) day of each month for the preceding month's activity.
- 16. By execution of this Application, Applicant agrees to indemnify, defend and hold harmless JMAA, its Board of Commissioners (individually and collectively), employees, agents and representatives from any cost, claim, suit or liability (including reasonable and actual attorneys' fees and costs of investigation and defense) arising from or out of Applicant's operations on or about JAN and HKS or in connection with the Permit.

 Initials

17. It is understood and agreed that in the event JMAA uses the services of an attorney or attorneys to enforce the provisions of the Permit, this Application or the Rules, the undersigned shall be liable to JMAA for a reasonable attorney's fee in addition to any other costs or losses sustained by JMAA.

IN WITNESS WHEREOF, Applicant, intending to be bound by the Rules and the terms of this Application, hereby submits this Application to JMAA on the date indicated below.

APPLICANT: _____
(Print Legal Name of Business)

BY: _____
(Print Signor's Name)

TITLE: _____

SIGNATURE: _____

DATE: _____

STATE OF MISSISSIPPI

COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority in and for the aforesaid County and State, on this ____ day of _____, 20____, within my Jurisdiction, the within named who acknowledged that he/she is _____ of a corporation/partnership/limited liability company/proprietorship, and that for and on behalf of the said corporation/partnership/limited liability company/proprietorship, and as its act and deed he/she executed the above and foregoing Instrument, after first having been duly authorized by said corporation/partnership/limited liability company/proprietorship so to do, and further acknowledged that the statements made therein are true and correct.

NOTARY PUBLIC

My Commission expires:

(S E A L)

This License shall only be effective upon execution by the Chief Operating Officer of JMAA.

JACKSON MUNICIPAL AIRPORT AUTHORITY

By: _____
Perry J. Miller, A.A.E., I.A.P., Chief Operating Officer

Date Approved: _____

APPENDIX 3

**APPLICATION FOR VEHICLE LICENSE
UNDER THE JACKSON MUNICIPAL AIRPORT AUTHORITY
GROUND TRANSPORTATION RULES AND REGULATIONS**

Permittee Name: _____

Permittee Address: _____

Permit No. _____

Vehicle Information (complete a separate application for each vehicle):

Make: _____ Model: _____

Year: _____ Color: _____

Tag: _____ Passenger Capacity: _____

- Quarterly (\$120/quarter/vehicle)
- Annually (\$480/year/vehicle)

It is the Permittee's obligation to secure a new Vehicle License each quarter as applicable. No Person will be allowed to operate any vehicle in the providing of Ground Transportation at JAN or HKS without a current Vehicle License. Late renewal will result in a late renewal processing fee of \$15.00.

By submitting this Motor Vehicle License Application, the Permittee acknowledges that the Vehicle License is not transferable to another Permittee or between vehicles whether owned and/or operated by the Permittee or any other Permittee.

Submitted:

APPLICANT: _____
(Print Legal Name of Business)

BY: _____
(Print Signor's Name)

TITLE: _____

SIGNATURE: _____

DATE: _____

Ground Transportation Vehicle License



Ground Transportation On-Demand or Call Service Hang-Tag

