

Commercial Vehicle Permit Application Checklist

Company Name: _____

All commercial vehicle providers are required to complete all documents and email/scan to the CLE Ground Transportation Office at gndtrans1@clevelandairport.com

All completed documents must include:

- Completed and signed application
- Current copies of vehicle registrations for all vehicles intended to be used for airport transportation service
- Ohio Department of Transportation Certificate for vehicles with a GVW of 10,000 lbs. or more
- Current proof of liability insurance coverage. The proof must be presented on an authorized **ACORD Certificate of Liability Insurance** form completed by your insurance company, naming Cleveland Hopkins International Airport as the certificate holder.
No other proof of insurance will be accepted.
 - Minimum Liability Insurance required:
 - 1 to 15 Passengers = \$1.5 Million
 - 16+ Passengers = \$5.0 Million

All documents will be reviewed to ensure accuracy and compliance with requirements as listed above. Incomplete documents will NOT be granted a permit or registration until such time all documents are in accordance with the CLE Ground Transportation conditions.