OFF-AIRPORT VRBP APPLICATION
6450 Airport Way, Suite 1, Fairbanks, AK
99709 FAI Leasing Office: 907-474-2549

Off-Airport Vehicle Rental Business Permit Application

Company Name:_____ Phone #:_____

Applicant Name:_____ Fax #:_____

Email:_____

Mailing Address:_____

City: _____ State: _____ Zip Code: _____

Manager/Owner:_____ 24/7 Phone: _____

Insurance Provider: _____ Policy #:_____

Incorporated? ☐ Y ☐ N Where? _____ When?_____ Registered in AK? ☐ Y ☐ N

Application Fee: Permit must be accompanied by a $25.00 non-refundable application fee. Please make checks payable to "State of Alaska." (Government agencies are exempt.) Incomplete applications will not be processed.

Permit Fee & Revenue: According to the fee schedule adopted under 17 ACC 42.125, Permittee shall pay a permit fee of $250.00 annually as well as 10% of gross revenue.

Certified Activity Reports: In addition to the aforementioned fees, monthly submittals of Certified Activity Reports verifying gross sales and/or passenger numbers is required. CARs are due on or before the 20th day of every month, even if there is no activity. If CARs are not submitted on time, the Permittee shall pay, in addition to interest on all unpaid fees payable with that report, a late fee of $30.00 for the first day late and $15.00 per day thereafter for each report until the report is received. The fee will be assessed beginning the day after the CAR is due and will include the day it is received. If the due date falls on a weekend or a date that State's offices are closed due to holiday, the Permittee shall submit payment and a CAR by the end of the first workday following the weekend or holiday.

• I agree that this business may not operate at FAI unless all operational requirements are met.

• I agree that this business will not use the airport concourse to pick up or drop off vehicles.

• I agree that this business will operate in accordance with all applicable Alaska Statutes; Title 13 Public Safety, Chapter 04, Articles 1 through 270, and Title 17, Chapter 42, Article 1 of the Alaska Administrative Code; Fairbanks International Airport Operational Order 6.4; and any other applicable rules as may be issued or amended by Fairbanks International Airport.

• I agree to abide by the Alaska DOT&PF policy that no one shall be subject to discrimination on the basis of race, color, national origin, sex, age, or disability, regardless of the funding source, including Federal Transit Administration, Federal Aviation Administration, Federal Highway Administration, Federal Motor Carrier Safety Association, and the State of Alaska.

Applicant Signature:_____ **Date:**_____

Applicant Print Name: _____ **Date:**_____

FAI Leasing Use Only

☐ FAI OO 6.4 Provided ☐ Insurance Requirements ☐ Flat Fee Charged: **Y** **N**

☐ $25.00 App Fee Paid Receipt #:_____ ☐ $250.00 Permit Fee Paid Receipt #:_____

☐ Permit Approved ☐ Permit Declined, Reason: _____

FAI Leasing signature:_____ Date:_____ Reef initials:_____

Notes: