



Raleigh-Durham International Airport

RDU Limited Access Permit 2024-25

(Submit the last 2 pages of this application & the Certificate of Insurance)

This Temporary Ground Transportation Permit authorizes the holder to pick-up passengers that are part of a specific group/event and for whom exclusive prior ground transportation arrangements have been made. To conduct Ground Transportation services without a valid permit is in violation of the RDU Airport Ordinance.

A Limited Access Permit is required for the following:

- A Ground Transportation Provider who is an infrequent visitor to RDU Airport and will need multi-day access.
- A permitted Ground Transportation Operator whose vehicle is being serviced. A maximum of 2 weeks is allowed with extensions upon reasonable request.

To request a Limited Access Permit, please review the following requirements:

PERMIT: A Ground Transportation Provider seeking to obtain a Limited Access Permit, must do so **at least 4 business days prior to the scheduled pick-up date** by submitting their application to RDU Ground Transportation Coordinator.

INSURANCE: A certificate of insurance must also be submitted with the application. The Certificate of Commercial Liability Insurance must include the following:

- Combined Single Limit of \$1,500,000 (\$5,000,000 for vehicles with 16 seats or more).
- RDU Airport Authority is listed as the **“Certificate Holder”** and as **“Additional Insured”** or **“Designated Insured”**

Fees: The fee for this Limited Access Permit is based on the appropriate vehicle size trip fee multiplied by four (4) per day, per vehicle. Payment must be received by the Ground Transportation Coordinator prior to the start date of the event. Payments can be made to the Ground Transportation Department at 919-840-7530.

SUBMIT PAPERWORK TO: ground.transporation@rdu.com

OR contact: 919-840-7530



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Acknowledgement

In making this application, the applicant certifies that all submitted information is correct. The applicant covenants & agrees to observe, obey and follow all Ordinances, rules & regulations set forth by RDUAA; to ensure all operators of vehicles operated on airport property will be uniformed, wear badges or be otherwise clearly identifies to the public as applicant's employees: to ensure that company vehicles will park only in parking areas or stand only on standing areas designed by the Airport Director for ground transportation vehicles; to indemnify & hold the Airport Authority harmless from any and all claims and actions whatsoever which arise out of the business operations conducted by the applicant on or from the airport premises.

For further information on the Ground Transportation Ordinance go to www.rdu.com under Ground Transportation & permits.

****My signature below acknowledges that I have read & that I understand the requirements of the Limited Access Permit****

Signature_____

Print_____

Title_____

Date_____



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Company's Name: _____

Company's Address:

Contact Name: _____ Contact Number: _____

Email Address: _____

Driver's Name: _____ Driver's Cell Number: _____

Description of vehicle being used:

Make, Model and Year: _____

License Plate: _____

RDU Permitted Company only:

Dates requesting permit: _____

Infrequent Visitor only:

Pick up date: _____ Drop off date: _____

Picking up from what airline: _____ Flight #: _____