

**Chapter 5**  
**Courtesy Vehicles**

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## **ARTICLE I. GENERAL PROVISIONS.**

### **SEC. 5-1. AUTHORITY FOR ENFORCEMENT.**

The Administrator, and representatives, agents, and Airport employees designated by the Administrator, shall implement and enforce this chapter, and may by written order establish procedures consistent with this chapter, as determined necessary by the Administrator to discharge the Administrator's duties under, or to effect the purpose of, this chapter.

### **SEC. 5-2. DEFINITIONS.**

The definition of a term in the Rules and Regulations applies to each grammatical variation of the term. Unless the context requires a different definition:

**ADMINISTRATOR** means the Vice President of the Transportation Business Unit of the Dallas/Fort Worth International Airport Board.

**CONSOLIDATED RENTAL CAR FACILITY** means the single facility at the Airport from which vehicles are rented by those persons having a concession and lease agreement with the Board for that purpose.

**CONVICTION** means a conviction in a federal court or a court of any state or foreign nation or political subdivision of a state or foreign nation that has not been reversed, vacated, or pardoned.

**CONTRACT COURTESY VEHICLE** means a vehicle hired or contracted by a hotel, motel, or auto rental company used for the transportation of passengers and property owned by those passengers to, on, or from the Airport.

**COURTESY VEHICLE** means a vehicle operated by a hotel, motel, or auto rental company used for transportation of passengers and property owned by those passengers to, on, or from the Airport, not for hire or direct compensation by a passenger, including contract courtesy vehicles.

**DRIVER** means an individual an individual in control of a vehicle.

**HEADWAY** means the time interval between vehicles of the same operator arriving at or driving through any area of a given terminal.

**HOLDER** means an individual or other legal entity granted operating authority to

provide courtesy vehicle service at the Airport.

**HOLDING STAND** means all authorized queuing, loading and holding areas as designated by the Administrator.

**LAWFUL ORDER** means a verbal or written directive issued by the Administrator or the Administrator's duly authorized representative in the performance of the Administrator's duties in the enforcement of this chapter.

**OFF-AIRPORT RENTAL CAR COMPANY** means a person who accesses the Airport for the purpose of supplying rental car services to persons using the Airport but who does not have a lease agreement with the Airport Board covering the use and occupancy of facilities at the Airport from which vehicles may be rented.

**OPERATE** means to drive or to be in control of a vehicle.

**OPERATING AUTHORITY** means permission granted by the Administrator to operate a courtesy vehicle service at the Airport.

**OPERATOR**, with respect to a vehicle, means the same as DRIVER. **OPERATOR**, with respect to a service, means the holder of an operating authority under which the vehicle is operated.

**OWNER** means, when used in connection with a vehicle, the person to whom state license plates for a vehicle have been issued or the person who leased the vehicle.

**PERSON** means an individual or other legal entity.

**TERMINAL AREAS** means the roadways, parking lots, curbside zones, and sidewalks servicing the arrival and departure areas of all Airport terminals and the Airport hotels.

## **ARTICLE II. OPERATING AUTHORITY.**

### **SEC. 5-3. OPERATING AUTHORITY REQUIRED.**

No person shall operate a courtesy vehicle service at the Airport without an approved operating authority issued by the Administrator. The Administrator may place conditions and limitations on the operating authority as determined necessary to effect the purpose of this chapter.

### **SEC. 5-4. INSURANCE.**

During the authorized period of operating authority, a holder shall procure and keep in full force automobile liability insurance that meets or exceeds the insurance

requirements and standards established by the Administrator.

**SEC. 5-5. APPLICATION FOR ISSUANCE, RENEWAL, OR AMENDMENT OF OPERATING AUTHORITY.**

To request issuance, renewal, or amendment of an operating authority, a person or holder shall submit a written application with any fees required in a manner established by the Administrator. The Administrator may require a person or holder to provide such information as the Administrator considers necessary for the implementation and enforcement of this chapter, for the protection of public safety, or to meet any local, state, or federal laws, rules, regulations, or guidelines. The applicant shall be the person who will own, control, or operate the proposed service.

(a) The Administrator shall establish:

- (1) qualifications and criteria for issuing courtesy vehicle service operating authority;
- (2) procedures for renewal of operating authority; and
- (3) procedures for amending operating authority.

(b) The Administrator shall deny issuance of a courtesy vehicle service operating authority if:

- (1) the Administrator determines that the public convenience and necessity do not require or are not otherwise served by the proposed service;
- (2) the applicant failed to comply with all requirements;
- (3) the applicant or any person holding an ownership interest in the application has been convicted twice, suspended twice, or convicted once and suspended once, of a violation of this chapter within the preceding two years;
- (4) the applicant made a false statement as to a material matter in the application for permit;
- (5) the applicant or any person holding an ownership interest in the application has been convicted of a city, state, or federal law that would reasonably tend to indicate that the applicant is not fit to perform a courtesy vehicle service; or
- (6) the applicant has had a courtesy vehicle service operating authority revoked within a two-year period prior to the date of application.

**SEC. 5-6. SUSPENSION AND REVOCATION OF OPERATING AUTHORITY.**

- (a) The Administrator may suspend or revoke a courtesy vehicle service operating authority if the Administrator determines that the holder has:
  - (1) made a false statement as to a material matter in the application for issuance or renewal of the applicant's operating authority;
  - (2) failed to comply with provisions of this chapter, a lawful order, or a procedure established by the Administrator;
  - (3) failed to comply with the terms and conditions set forth in the operating authority;
  - (4) been convicted of a violation of another city, state or federal law or regulation which would reasonably tend to indicate lack of fitness of the holder to perform a courtesy vehicle service; or
  - (5) failed to pay all fees required by this chapter in a manner approved by the Administrator.
- (b) The Administrator may suspend a holder's operating authority for a period not to exceed sixty days. At the end of the suspension period, the holder may resume operating at the Airport after providing verification to the Administrator that the deficiency causing the suspension has been corrected by the holder. Failure to correct a deficiency within the time period established by the Administrator may result in revocation of a holder's operating authority.
- (c) A holder whose operating authority has been revoked shall not reapply for an operating authority before the expiration of twenty-four months from the date of revocation or, in the case of an appeal, the date the appeal hearing officer affirms the revocation.

**SEC. 5-7. APPEAL OF DENIAL, SUSPENSION OR REVOCATION.**

If the Administrator denies issuance, renewal, amendment, suspends, or revokes a courtesy vehicle service operating authority, the action is final unless, within ten days from the date of receiving written notice of the action, the affected applicant or holder files an appeal in accordance with this chapter.

**SEC. 5-8. FEES.**

- (a) All courtesy vehicle service fees shall be published in the Schedule of Charges.
- (b) Should a holder allow the payment of any fee required under this chapter to become delinquent, a late payment charge shall be collected in accordance with the Schedule of Charges and/or the holder's operating authority may be suspended or revoked.

- (c) All fees will be paid in a manner established by the Administrator.
- (d) No refund of fees shall be made.

**SEC. 5-9. ADVERTISEMENT OF COURTESY VEHICLE SERVICE.**

- (a) A person commits an offense if the person advertises or causes to be advertised the operation of a courtesy vehicle service at the Airport that does not have operating authority granted under this chapter, when the advertisement is reasonably calculated to be seen by persons seeking such service at the Airport.
- (b) It is a defense to prosecution under this section that the person was the publisher of the advertising material and had no knowledge that the service was not permitted under this chapter.

**SEC. 5-10. HOLDER'S RECORDS AND REPORTS.**

- (a) Each holder shall maintain at a single location such categories of Its business records of its service as the Administrator may prescribe.
- (b) The method used in maintaining the records must be approved by the Administrator, and the Administrator may require maintenance of certain records which the Administrator determines necessary for monitoring the activities, operations, service or records of a holder.
- (c) A holder shall maintain a record of the driver of each courtesy vehicle operated under the holder's operating authority. The records shall include the name of each driver who has operated the courtesy vehicle and the dates and times of each driver's operation of the vehicle.
- (d) A holder shall make such records available for inspection by the Administrator or provide the Administrator with information contained in those records upon request.

**ARTICLE III.  
MISCELLANEOUS HOLDER AND DRIVER REGULATIONS.**

**SEC. 5-11. HOLDER'S AND DRIVER'S DUTY TO COMPLY.**

- (a) A holder shall comply with the terms and conditions of the holder's operating authority, lawful orders of the Administrator, this chapter, and other laws applicable to the operation of a courtesy vehicle service. It is not a defense to prosecution that the courtesy trip originated in another city.
- (b) A driver shall comply with this chapter, other laws applicable to the operation of

a motor vehicle in this State, lawful orders of the Administrator, and orders issued by the holder employing or contracting with the driver in connection with the holder's discharge of the holder's duty under the holder's operating authority and this chapter. It is not a defense to prosecution that the trip originated in another city.

**SEC. 5-12. HOLDER'S DUTY TO ENFORCE COMPLIANCE BY DRIVERS.**

- (a) A holder shall establish policy and take action to discourage, prevent, and correct violations of this chapter, procedures, and lawful orders of the Administrator by drivers who are operating a vehicle under the holder's operating authority.
- (b) A holder shall not allow a driver to operate a vehicle under the holder's operating authority if the holder knows or has reasonable cause to suspect that the driver has failed to comply with this chapter or other applicable law, or the lawful orders of the Administrator.

**SEC. 5-13. HOLDER'S SERVICE RESPONSIBILITIES.**

- (a) A holder shall provide courtesy vehicle service for passengers at the Airport in accordance with service levels and standards approved by the Administrator.
- (b) A holder shall cooperate with the Administrator in all phases of ground transportation operations to provide prompt, efficient, and economical service and shall respond promptly to specific requests by the Administrator for courtesy vehicle service during periods of shortage.
- (c) A holder shall respond to all customer complaints regarding Airport service within ten days from receipt of the complaint and advise the Administrator of any and all action taken in response to the complaint.
- (d) The Administrator may establish procedures to monitor the service levels of courtesy vehicles at the Airport including, but not limited to the following:
  - (1) condition of courtesy vehicle service vehicles;
  - (2) constancy of service at the Airport;
  - (3) adherence to this chapter;
  - (4) driver conduct; and
  - (5) passenger complaints.



**SEC. 5-14. INFORMATION TO BE SUPPLIED UPON REQUEST OF THE ADMINISTRATOR.**

In addition to any other information required by this chapter, a holder shall submit to the Administrator, upon request, the following:

- (a) a current list of vehicles operating under the holder's operating authority;
- (b) a current financial statement which includes a balance sheet/income statement;
- (c) the names of the current officers, owners, and managers of the courtesy vehicle service; and
- (d) any other information determined necessary by the Administrator for the effective control of courtesy vehicle service at the Airport.

**SEC. 5-15. FALSIFICATION AND NONTRANSFERABILITY OF AUTHORIZATION.**

- (a) A badge, decal, entry ticket or any other item assigned to one person or vehicle is not transferable to another person, vehicle, or holder.
- (b) A person, holder or driver commits an offense if the person, holder or driver:
  - (1) forges, alters, or counterfeits a badge, decal, entry ticket, emblem or any other item required by this chapter or other applicable law;
  - (2) possesses a forged, altered, or counterfeited badge, decal, entry ticket, emblem or any other item required by this chapter or other applicable law; or
  - (3) possesses more than one badge, decal, entry ticket, emblem or any other item required by this chapter or other applicable law, unless authorized by the Administrator.

**ARTICLE IV.  
GENERAL SERVICE RULES AND REGULATIONS.**

**SEC. 5-16. REGULATIONS FOR USE OF HOLDING STANDS.**

- (a) A vehicle is unauthorized on a holding stand if the vehicle is not equipped with a decal issued by the Administrator.
- (b) A vehicle on a holding stand without authorization from the Administrator may be removed from the holding stand and impounded with all towing and storage fees to be paid by the vehicle owner.

- (c) While on duty at the Airport, a driver shall queue only on designated holding stands as authorized by the Administrator.
- (d) While using a designated holding stand, a driver shall not:
  - (1) leave the vehicle except to provide such assistance to a passenger as is reasonably necessary after being engaged, provided the driver remains within the designated holding stand, unless otherwise authorized by the Administrator;
  - (2) perform or allow to be performed repairs or maintenance on the vehicle;  
or
- (e) A driver shall not utilize the holding stand while off duty.
- (f) A driver shall:
  - (1) remain at a designated holding stand only long enough to load or discharge passengers and then expeditiously progress to the next holding stand, as authorized by the Administrator, or exit the Airport; and
  - (2) enter a holding stand only at those times authorized by the Administrator.

**SEC. 5-17.           LOADING AND DISCHARGING OF PASSENGERS.**

- (a) A driver may not transport at the same time a number of passengers exceeding the designated seating capacity of a courtesy vehicle.
- (b) A driver shall load passengers and baggage into a courtesy vehicle only at designated holding stands.
- (c) A driver shall discharge passengers in a manner authorized by the Administrator.

**SEC. 5-18.   RENTAL CAR COMPANIES.**

- (a) No Rental Car Company shall provide a courtesy vehicle service between the terminal areas and the Consolidated Rental Car Facility. No Rental Car Company shall deliver rental vehicles to the terminal areas or accept return of rental vehicles at the terminal areas, except as expressly permitted in writing by the Administrator.
- (b) The operator of a Courtesy Vehicle or Contract Courtesy Vehicle picking up and dropping off persons at the Airport on behalf of an Off-Airport Rental Car Company shall pick up and drop off those persons only at such point or points as are designated by the Administrator.

**SEC. 5-19. SOLICITATION OF PASSENGERS.**

- (a) A person commits an offense if the person:
  - (1) solicits or attempts to solicit passengers; or
  - (2) accepts payment from a driver, holder, or person in return for giving preferential treatment in directing passengers to the driver's or holder's courtesy vehicle service.
- (b) It is a defense to prosecution for a violation of this subsection if the owner of the courtesy vehicle service has made a contractual agreement or other prior arrangement with the management of the other business and has been approved by the Administrator.

**SEC. 5-20. CONDUCT OF DRIVER.**

A driver shall:

- (a) act in a reasonable, prudent and courteous manner;
- (b) maintain a sanitary and well-groomed appearance;
- (c) not respond to a dispatched call assigned to another driver or company;
- (d) not consume, possess or be under the influence of:
  - (1) any alcoholic beverage;
  - (2) any controlled substance; or
  - (3) any substance that could adversely affect the driver's ability to operate a motor vehicle;
- (e) not monitor or possess equipment to monitor transmissions of a courtesy vehicle service company other than the holder under whose operating authority the driver is operating;
- (f) not interfere with the Administrator in the performance of the Administrator's duties;
- (g) not gather, congregate, or otherwise obstruct entrances or passageways of any terminal, hotel, Airport building, holding stand, or Airport roadway in a manner that impedes the movement of a person or vehicle;
- (h) comply with lawful orders of the Administrator issued in the performance of the Administrator's duties;

- (i) not deposit any bottle, can, trash, debris, junk, food, or other object around any holding stand, building or Airport roadway except in an authorized trash receptacle;
- (j) not file a false report or make a false statement to the Administrator, and
- (k) not operate a regulated vehicle within 1,000 feet of a terminal, hotel, or terminal area on the Airport without a dispatch authorization or other form of permission from the Administrator.

**SEC. 5-21. RETURN OF PASSENGER'S PROPERTY.**

Upon finding property in a courtesy vehicle left by a passenger, the driver shall comply with the procedures established for lost property by the holder under whose operating authority the driver operates.

**SEC. 5-22. NOT-IN-SERVICE VEHICLES.**

- (a) Each courtesy vehicle operated on the Airport is presumed to be on duty and ready to serve the general public.
- (b) The Administrator shall establish a procedure whereby a driver will indicate that the driver and the driver's vehicle are not in service. If a driver is operating a vehicle that is not in service and does not intend to provide courtesy vehicle service at the Airport, the driver shall comply with the procedure established by the Administrator.
- (c) A driver who is operating a vehicle that is not in service shall not queue the vehicle on or within five hundred feet of a holding stand or along or in the one-hour parking zones of the Airport roadways and parking lots unless authorized by the Administrator.

**ARTICLE V.  
VEHICLE STANDARDS AND INSPECTION.**

**SEC. 5-23. STANDARDS.**

The Administrator may establish standards concerning safety, condition, age, emissions, appearance, equipment, signs, and markings for vehicles operated in a courtesy vehicle service.

**SEC. 5-24. INSPECTION.**

- (a) The holder of a courtesy vehicle service operating authority shall maintain all courtesy vehicles used in the service in a safe mechanical condition and shall maintain the interior and exterior of the vehicles in good repair.

- (b) The holder shall have each vehicle to be used in a courtesy vehicle service inspected in a manner approved by the Administrator before operating authority is issued and at such other times as may be ordered by the Administrator. Inspection shall determine safety, condition, age, appearance, equipment, signs and markings, and compliance with all state and federal laws Including those regulating emission of air contaminants.
  - (1) A holder, owner, or driver shall make a courtesy vehicle available for inspection when ordered by the Administrator.
  - (2) If a holder, owner or driver fails to make a courtesy vehicle available for inspection or if the Administrator determines that a courtesy vehicle is not in compliance with this chapter, the Administrator may order the courtesy vehicle removed from service until it is made available for inspection and brought into compliance.
  - (3) If the Administrator determines that inspection of the mechanical condition or safety equipment of a vehicle by a certified mechanic or technician is necessary, the holder, owner, or driver shall pay the cost of the inspection.
- (c) The fee for each inspection by the Administrator of each vehicle operated under a holder's operating authority shall be published in the Schedule of Charges.
- (d) The Administrator shall designate the time and place for annual inspection of courtesy vehicles operated under the holder's operating authority. If the Administrator determines that a courtesy vehicle should be inspected by a third party, the applicant or holder shall bear the reasonable cost of inspection.
- (e) A holder may contract for maintenance but shall be responsible for assuring that all courtesy vehicles operated under the holder's operating authority are maintained in safe operating condition.
- (f) The Administrator may order a courtesy vehicle be removed from service any time the courtesy vehicle falls below standards established by the Administrator.
- (g) The owner of a courtesy vehicle authorized to operate in a courtesy vehicle service shall notify the Administrator of any change in ownership of the vehicle within ten business days of the change.
- (h) The holder or owner shall notify the Administrator of any courtesy vehicle removed from service under the holder's operating authority, and shall be responsible for removing from the vehicle any decals that would distinguish the vehicle as a courtesy vehicle.

**SEC. 5-25. FALSE REPRESENTATION.**

A person commits an offense if the person:

- (a) represents that a vehicle is a courtesy vehicle if the vehicle is not in fact a courtesy vehicle authorized to operate at the Airport; or
- (b) operates a vehicle at the Airport that is not a courtesy vehicle in a courtesy vehicle service if the vehicle is marked, painted, advertised, or equipped in a way that is likely to result in mistaking the vehicle for a courtesy vehicle.

**SEC. 5-26. DECALS.**

- (a) The holder, owner, or driver of each courtesy vehicle shall obtain from the Administrator, after passing inspection, an authorization decal indicating the vehicle's authority to operate at the Airport. The decal must be attached to each vehicle in a manner and location approved by the Administrator. The decal is the property of the Airport. The fee for a decal shall be charged in accordance with the Schedule of Charges.
- (b) The Administrator may cause a decal to be removed from a vehicle which at any time fails to meet the standards for appearance, condition, age, safety or equipment. The fee for reissuance of a decal which has been removed, lost, or stolen shall be published in the Schedule of Charges.
- (c) A person commits an offense if the person:
  - (1) operates a courtesy vehicle at the Airport with an expired Airport authorization decal;
  - (2) operates a courtesy vehicle at the Airport with no decal affixed to it, except for the sole purpose of terminating a trip that lawfully originated outside the Airport;
  - (3) attaches a decal to a vehicle not authorized to operate as a courtesy vehicle at the Airport;
  - (4) queues a vehicle on a designated holding stand as authorized by the Administrator with an expired decal or with no decal affixed to it;
  - (5) interferes with the Administrator in the removal of the decal;
  - (6) covers, conceals or attempts to cover or conceal the decal;
  - (7) forges, alters, or counterfeits a decal required by this chapter; or
  - (8) possesses a forged, altered, or counterfeited decal required by this chapter.

## **SEC. 5-27. EQUIPMENT.**

- (a) It is the responsibility of the holder to ascertain the following equipment is in, on, and operable for each courtesy vehicle operated under the holder's authority:
- (1) an air conditioner;
  - (2) a heater;
  - (3) a fire extinguisher (minimum one quart capacity) located within the driver's reach;
  - (4) evidence of insurance;
  - (5) decal(s) required by this chapter;
  - (6) any other equipment required to comply with all federal and state motor vehicle laws; and
  - (7) any other special equipment that the Administrator determines to be necessary.
- (b) All courtesy vehicles and all equipment in the courtesy vehicles must comply with all applicable federal and state motor vehicle safety standards.
- (c) All temporary courtesy vehicles must comply with the requirements of this section and any other standards established by the Administrator.

## **ARTICLE VI. ENFORCEMENT.**

### **SEC. 5-28. AUTHORITY TO INSPECT.**

The Administrator may inspect a courtesy vehicle service operating at the Airport to determine whether the service complies with this chapter or other applicable laws.

### **SEC. 5-29. REMOVAL OF EVIDENCE OF AUTHORIZATION.**

When a holder's operating authority is suspended, revoked, or denied or whenever a vehicle fails to pass inspection, the Administrator may remove or require the surrender of all evidence of authorization as a holder or courtesy vehicle including, but not limited to, removal or surrender of operating authority and decals.

### **SEC. 5-30. ASSISTANCE BY DEPARTMENT OF PUBLIC SAFETY.**

- (a) Upon specific request of the Administrator, officers of the Department of Public Safety may assist the Administrator in the enforcement of the Rules and

Regulations.

- (b) A Department of Public Safety officer, upon observing a violation of this chapter or the procedures established by the Administrator, may take necessary enforcement action.

**SEC. 5-31. CORRECTION ORDER.**

- (a) If the Administrator determines that a holder is in violation of the terms of the holder's operating authority, this chapter, a procedure established by the Administrator, a lawful order of the Administrator, or other law, the Administrator shall notify the holder in writing of the violation and by written order direct the holder to correct the violation within a reasonable period of time. In setting the time for correction, the Administrator shall consider the degree of danger to the public health or safety and the nature of the violation. If the violation involves equipment that is unsafe or functioning improperly, the Administrator may order the holder to immediately cease use of the equipment.
- (b) If the Administrator determines that a violation is an imminent and serious threat to the public health or safety, the Administrator may order the holder to correct the violation immediately. If the holder fails to comply, the Administrator shall promptly take or cause to be taken such action the Administrator considers necessary to enforce the order immediately.
- (c) The Administrator shall include in a correction order issued under this section:
  - (1) identification of the violation;
  - (2) the date of issuance of the correction order;
  - (3) the time period within which the violation must be corrected;
  - (4) a warning that failure to comply with the correction order may result in suspension or revocation of operating authority, imposition of a fine, or both; and
  - (5) a statement indicating that the correction order may be appealed to the CEO.

**SEC. 5-32. SERVICE OF NOTICE.**

- (a) A holder shall designate and maintain a representative to:
  - (1) receive service of notice required under this chapter to be given a holder; and
  - (2) serve notice required under this chapter to be given a driver employed by or contracting with a holder.



- (b) Notice required under this chapter shall be given in the following manner:
- (1) a holder must be personally served with the notice in a manner established by the Administrator, including but not limited to, serving holder's designated representative or by certified United states mail, five-day return receipt requested, to the holder's designated representative; or
  - (2) a driver operating under a holder's operating authority must be personally served by the Administrator, including but not limited to, serving holder's designated representative for the driver by certified United States mail, five-day return receipt requested.
- (c) A person operating in violation of this chapter, other than a driver or holder permitted under this chapter, may be personally served by the Administrator or by certified United states mail, five-day return receipt requested.
- (d) Service executed in accordance with this section constitutes notice to the person to whom the notice is addressed. The date of service for a notice that is mailed is the date of receipt.

#### **SEC. 5-33. APPEALS.**

- (a) If the Administrator denies issuance or renewal of operating authority, suspends or revokes operating authority, or issues a correction order, the action is final unless, within ten days from the date of receiving the written notice of the action, the affected applicant or holder files an appeal, in writing, with the CEO specifying the reasons for the appeal.
- (b) The CEO shall establish an appeal hearing procedure that will give the appealing party an opportunity to present evidence and make argument. The formal rules of evidence do not apply to an appeal hearing under this section, and the ruling shall be based on a preponderance of evidence presented at the hearing.
- (c) The decision rendered through the appeal hearing procedure is final.

#### **SEC. 5-34. CRIMINAL OFFENSES.**

- (a) A person commits an offense if the person violates or attempts to violate a provision of this chapter applicable to the person. A culpable mental state is not required for the commission of an offense under this chapter unless the provision defining the conduct expressly requires a culpable mental state. A separate offense is committed each time an offense occurs. An offense committed under this chapter is punishable by imposition of a fine not to exceed the maximum allowable by law.

- (b) Prosecution for an offense does not prevent the use of other enforcement remedies or procedures applicable to the person charged with or the conduct involved in the offense.

**SEC. 5-35. ADMINISTRATIVE FINES.**

- (a) The Administrator or CEO shall have the authority to levy an administrative fine against a holder, owner or driver who violates any provision of the Rules and Regulations.
- (b) The fines shall be published in the Schedule of Charges.
- (c) Delinquent or past due fines shall be cause for the Administrator or CEO to immediately suspend any permit, operating authority, or written authorization of any holder, owner, or driver until such fines are paid in full, or take any other legal action deemed necessary to recover delinquent or past due fines.