



**Commonwealth of Virginia**  
**DEPARTMENT OF AVIATION**  
 5702 Gulfstream Road  
 Richmond, Virginia 23250-2422  
 Tel. 804-236-3637 Fax 804-236-3635  
 1-800-292-1034  
[www.doav.virginia.gov](http://www.doav.virginia.gov)

## Contract Carrier Permit Application

**INSTRUCTIONS:**

- Type or print all information
- Return with check or money order payable to Treasurer of Virginia in the amount of \$50.00

**Check all that apply:**

- Passengers and Property of Passengers
- Passengers, Limited Solely to Student Instruction
- Property (Freight)

### Business Information

Name of Applicant		FEIN/SSN	
Address		Home Phone (Area code & number)	
City, State, ZIP Code		Business Phone (Area code & number)	
E-Mail Address		Cell Phone (Area code & number)	
Business Type	<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Corporation		
Date business organized		State business organized	
Name of Corporate President (if applicable)			
Contact Person		Title	
Contact's Phone		Contact's Email	
Brief description of contract carrier operations:			

### Aircraft to be Used in Contract Carrier Operation

N-Number	Aircraft Make	Aircraft Model	Number of Passenger Seats
N			
N			
N			

**Financial Responsibility Required by the Code of Virginia §5.1 9.5**

Contract carriers, bonds, insurance or certificates of insurance required prior to issuance of license or permit; securities deposition in lieu thereof.

- A. No license or permit shall be issued by the Department to any contract carrier by aircraft until and after such contract carrier has filed with the Department an insurance policy, a bond underwritten by an insurer, or certificate of insurance in lieu thereof, which certificate shall certify that such policy or bond covers the liability of such contract carrier in accordance with the provisions of this statute.
- B. Such policy, bond or certificate of insurance shall be issued or underwritten only by an insurer approved or authorized to do business in Virginia, or by one who is eligible as a surplus lines insurer pursuant to Chapter 48 (38.2-4800 et seq.) of the *Code of Virginia* §38.2, and shall be in amounts not less than the following minimum limits: Liability for bodily injury to or death of any one person, passenger, or other, aboard the aircraft; seventy-five thousand dollars, liability for each occurrence in any one aircraft of at least an amount equal to the sum produced by multiplying seventy-five thousand dollars by seventy-five percent of the total number passenger seats installed in the aircraft; and liability for loss or damage to cargo owned by others than the insured of at least ten thousand dollars for each occurrence. However, the holder of a license or permit issued by the Department shall not be required to file any cargo insurance, bond, or bonds for cargo liability for the hauling of property transported under contract.
- C. In no event shall the limits required herein for contract carriers be less than those prescribed for like carriers by the Civil Aeronautics Board or the Federal Aviation Administration or their successors.
- D. In lieu of such policy, underwritten bond or certificate of insurance, a contract carrier may, with the consent of the Department, submit bonds, in an amount approved by the Department, of the United States America, the Commonwealth of Virginia, or of any municipality of this Commonwealth as security for its bond. Such federal, state, or municipal bonds shall be deposited with State Treasurer, and shall not be reduced in amount, pledged as security, or otherwise encumbered for any other purpose during the life of such license or permit, except with the prior written approval of the Department.

The undersigned agrees to comply with the provisions of the Aviation Laws of Virginia as set out in the *Code of Virginia* §5.1 and 24 VAC 5-20-10 et seq., the *Regulations Governing the Licensing and Operation of Airports and Aircraft and Obstructions to Airspace in the Commonwealth of Virginia*, as they pertain to contract carriers by aircraft.

The undersigned **encloses herewith a copy of the insurance policy(s)**, or other evidence of financial responsibility, covering all aircraft used in the service authorized by the sought permit and agrees to continue the required insurance in force and on file with the Virginia Department of Aviation and keep the Virginia Department of Aviation informed concerning any change in aircraft covered by the enclosed policy used in the service authorized by said permit. The undersigned further agrees that in the event of failure to keep the required insurance in effect, for any reason whatsoever, he/she will return promptly to the Virginia Department of Aviation for cancellation the permit covered by this application.

**I declare that this application has been examined by me and to the best of my knowledge and belief is true, correct and complete.**

Name (Please Print )	Signature
Title	Date

<b>DEPARTMENT OF AVIATION USE ONLY:</b>	
Contract Carrier Permit #	_____
Check Number	_____
Fee Amount	_____
Transmittal Date	_____