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 Olympia, WA 98504-7250
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APPLICATION FOR CHARTER AND EXCURSION CARRIER SERVICES CERTIFICATE

(For Official Use Only) 111 0268 232 01	Company ID:	Docket TE-
111 0268 232 02 200.00	Date Filed:	Safety Inspection:
111 0268 232 03	Reg Fees:	Insurance:
111 0268	DOL:	SOS:
Receipt ID: 066390	Payment ID:	CH -

Passenger Charter and Excursion Carrier Services WAC 480-30	<u>Fee Required</u>
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Harbin's Bus Service

New Authority \$200.00
Transfer an existing certificate to a new owner or business structure.
 ○ If transfer, complete Attachment A. \$200.00
Reinstate a previously cancelled certificate; [WAC-480-30-121](#). \$200.00

Plus,

Regulatory Fee - In accordance with [RCW 81.70.350](#) "Regulatory Fees", the Commission requires Charter and Excursion companies to file reports of the number of vehicles operated by the company and pay the sum of \$25 for each vehicle operated. There is a minimum fee of \$25.

Total number of vehicles to be operated _____ x \$25 per vehicle = \$ _____

Total due (\$200, plus, \$25 per vehicle) = \$ _____

Name Change - WAC [480-30-146](#) \$ 35.00

Application to change a company's corporate name, change a trade name, add a new trade name or change the surname of an individual owner or partner.

Company Name: _____

FILING YOUR APPLICATION

Select one of the following:

- File your application and pay online at efileapp.utc.wa.gov,
- Scan/PDF to transportation@utc.wa.gov and pay online at payments.utc.wa.gov, Mail your application *with* your check or money order to the following address: UTC, PO Box 47250, Olympia, WA 98504-7250

ACH online (no service fee) or credit card online at payments.utc.wa.gov (2.5% or minimum of \$3.95 is charged by Official Payments for credit card processing).

DO NOT EMAIL YOUR CREDIT CARD INFORMATION

\$200.00

SECTION 1 – APPLICANT INFORMATION

Legal Name: HARLOW'S BUS SERVICE INC.
The legal name must match your registration with [Department of Revenue](#)

Trade Name(s) (if any): N/A
Trade name(s) must be registered under your [UBI number](#)

Mailing Address:

Physical Address:

Street 1021 S. 23rd

Street 1240 West Main Street

City Bismarck

City ANBURN

State/Zip NORTH DAKOTA 58504

State/Zip WASHINGTON, 98001

Phone Number: 701 224-1767

Fax Number: 253 939 7700

UBI #: 603109708

E-Mail: kirk.olson@johnarlow.com

Website: www.johnarlow.com

Type of business structure

Individual

Partnership

Corporation

Other (LP, LLP, LLC)

If a Partnership, Corporation, or Other, list the name, title, and percentage of partner's share or stock distribution for major stockholders:

<u>Name</u>	<u>Title</u>	<u>Stock Distributions or Percentage of Shares</u>
<u>Jason Hageman</u>	<u>President</u>	<u>50%</u>
<u>Jeremy Hageman</u>	<u>Vice President</u>	<u>50%</u>

List other certificates or permits held with the commission: _____

USDOT # 321336 If you don't have a USDOT #, go online at www.fmcsa.dot.gov/online-registration or contact the Washington State Patrol at 360-596-3810 for assistance.

Business Operations

Describe the type of tours/excursions you plan on providing: _____

SECTION 2 – EQUIPMENT

(Attach additional sheets if necessary)

License Number	Year And Make Of Vehicle	Vehicle ID Number	Seating Capacity

SECTION 3 – SAFETY AND OPERATIONS

In each of the categories shown below, list the person and position responsible for understanding and complying with the [Federal Motor Carrier Safety Regulations \(FMCSR\)](#) and Washington State laws and rules. Please refer to the WAC rules, fact sheets and publication "Your Guide to Achieving a Satisfactory Safety Rating" for assistance with requirements.

SAFETY RESPONSIBILITIES

- **COMMERCIAL DRIVER’S LICENSE (CDL) STANDARDS REQUIREMENTS AND PENALTIES** (Title 49, Code of Federal Regulations Part 383). If you operate commercial motor vehicles, your drivers must have a valid CDL.
- **DRIVER QUALIFICATION REQUIREMENTS** (Title 49, Code of Federal Regulations Part 391). Each of your drivers must meet minimum qualification requirements. You must maintain driver qualification files for each driver.
- **DRIVERS HOURS OF SERVICE** (Title 49, Code of Federal Regulations Part 395). Each of your drivers must maintain hours of service logs. You must maintain true and accurate hours of service records for each driver.
- **CONTROLLED SUBSTANCE AND ALCOHOL USE AND TESTING** (Title 49, Code of Federal Regulations Part 382 and Part 40). If you operate commercial motor vehicles, your drivers must be in a Controlled Substance and Alcohol Use and Testing program. You must have a alcohol and controlled substances testing program.
- **INSPECTION, REPAIR AND MAINTENANCE** (Title 49, Code of Federal Regulations Part 396). You must systematically inspect, repair and maintain all motor vehicles.
- **SAFETY REGULATIONS, GENERAL** (Title 49, Code of Federal Regulations Part 390). You must follow safety regulations.
- **DRIVING COMMERCIAL MOTOR VEHICLES** (Title 49, Code of Federal Regulations Part 392). You must follow regulations for driving commercial motor vehicles.

- **PARTS AND ACCESSORIES NECESSARY FOR SAFE OPERATION** (Title 49, Code of Federal Regulations Part 393). You must maintain parts and accessories in safe condition.

Name:	Position:
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OPERATIONAL RESPONSIBILITIES	
List the person and position responsible for understanding and complying with the requirements of each category shown below.	
ANNUAL REPORTS AND REGULATORY FEES. You must file an annual safety report and pay regulatory fees by May 1 of each year.	
Name: Josh Kinard	Position: Regional mgr
STATE OF WASHINGTON GENERAL LAWS, RULES AND REGULATIONS. You must comply with the regulations of local, state, and federal agencies such as, <u>but not limited to:</u> Department of Labor and Industries , Department of Licensing , Secretary of State , Department of Revenue, Internal Revenue Service and Employment Security.	
Name: Korie Nutter	Position: Office manager

SECTION 4 – DECLARATION OF APPLICANT

I understand that filing this application does not in itself constitute authority to operate as a passenger charter and excursion carrier.

As the applicant for a passenger charter and excursion certificate, I understand the responsibilities of a charter and excursion carrier, and I am in compliance with all local, state, and federal regulations governing business in the State of Washington.

I certify under penalty of perjury under the laws of the State of Washington that the information contained in this application is true and correct.

I certify that I am the applicant or I am authorized to execute and file this document on behalf of the applicant.

Printed name of applicant Harlow's Bus Service, Inc.

Signature of applicant [Handwritten Signature]

Date 10/15/2018 County, State Burleigh, North Dakota



ATTACHMENT A

JOINT APPLICATION FOR TRANSFER OF CHARTER/EXCURSION AUTHORITY

Current Name on Certificate (Seller): _____

Current Trade Name on Certificate (Seller): _____

Address (Seller): _____

Certificate Number: _____ Phone Number (Seller) _____

Have all fines or penalties owed to the Commission been paid? No Yes

Has the closing safety report been filed with the Commission? No Yes

Does the buyer agree to begin service as soon as the Commission authorizes the transfer?

Yes No, If no, then when? _____

RELEASE OF AUTHORITY