



**Brooks E. Harlow, P.C.**  
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November 12, 2010

**BY WEB PORTAL & FEDERAL EXPRESS**

David W. Danner  
Executive Director and Secretary  
Washington Utilities and Transportation Commission  
1300 S. Evergreen Park Drive S.W.  
Post Office Box 47250  
Olympia, Washington 98504-7250

Subject: In re Application of Shuttle Express, Inc., For Extension of Certificate No.  
C-975, Shuttle Express, Inc. d/b/a Shuttle Express  
Docket No. TC-091931

Dear Mr. Danner:

Enclosed, for filing, is the original and three copies of the Witness List And Hearing Exhibits Of Shuttle Express.

If you have any questions, please do not hesitate to contact the undersigned.

Very truly yours,

  
Brooks E. Harlow, P.C.

cc w/enc.: Service List

**BEFORE THE WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION**

In re Application of  
SHUTTLE EXPRESS, INC.,  
For Extension of Certificate No. C-975,  
Shuttle Express, Inc. d/b/a Shuttle Express

Docket No. TC-091931

Permit No. C-975

WITNESS LIST AND HEARING EXHIBITS  
OF SHUTTLE EXPRESS

Applicant Shuttle Express hereby provides the following list of witnesses and exhibits pursuant to Order No. 3: Prehearing Conference Order:

John Rowley, President of Shuttle Express. Mr. Rowley will testify regarding background of Shuttle Express, public need for operations in larger vehicles and Shuttle's fitness to operate larger vehicles.

Stacy Mattson, Port of Seattle: Ms. Mattson will testify that it is in the public interest for Shuttle Express to operate larger vehicles than seven passenger vans at SeaTac Airport.

Courtney Touw, passenger: Mr. Touw will testify as to his experience as a passenger on Shuttle Express vans and the need for vans larger than seven passengers.

The Exhibits being produced by Shuttle Express are as follows:

Exhibit 1: Extension of Existing Auto Transportation.

Exhibit 2: Shuttle Express Schedule.

Exhibit 3: Press Release.

Exhibit 4: Photo of drive cam.

Exhibit 5: Photo of propane facility.

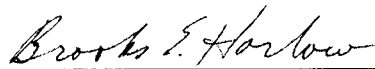
Exhibit 6: Photo of driver and van.

Exhibit 7: Photo of driver in uniform.

Exhibit 8: Photo of dispatch screen.

DATED this 12<sup>th</sup> day of November, 2010.

MILLER NASH LLP



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Brooks E. Harlow, P.C.

WSB No. 11843

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(206) 622-8484

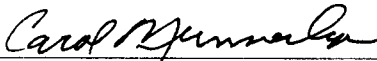
CERTIFICATE OF SERVICE  
Docket No. Docket No. TC-091931

I hereby certify that a true and correct copy of the foregoing was forwarded via electronic mail and first class mail, postage fully prepaid, in a sealed envelope, to the following:

John Solin  
Mike Lauver  
SeaTac Shuttle, LLC  
d/b/a Whidbey Seatac Shuttle  
P.O. Box 2895  
Oak Harbor, WA 98277  
E-mail: [mike@seatacshuttle.com](mailto:mike@seatacshuttle.com)

John Rowley  
President  
Shuttle Express, Inc.  
800 SW 16<sup>th</sup> Street  
Renton, WA 98055  
[jrowley@shuttleexpress.net](mailto:jrowley@shuttleexpress.net)

Dated at Seattle, Washington, this 12<sup>th</sup> day of November, 2010.

/s/   
\_\_\_\_\_  
Carol Munnerlyn, Secretary

# **EXHIBIT 1**

**TC-091931**

Type of Passenger Transportation Authority Requested (check one box)	Fee Required
<u>Auto Transportation Authority (a new certificate)</u> Complete sections 1-8. Submit a proposed tariff and time schedule.	\$ 200
<input checked="" type="checkbox"/> <u>Extension of Existing Auto Transportation</u> Certificate No. C-975 Complete sections 1-8. Submit a proposed tariff and time schedule.	\$ 150
<u>Transfer or Lease Auto Transportation Authority</u> Complete sections 1-8 and Attachment B. All of Certificate No. C-_____ Portion of Certificate No. C-_____	\$ 200
<u>Temporary Auto Transportation Authority (new temporary authority or temporary authority to operate pending a commission decision on a parallel filed permanent application)</u> Complete sections 1-8 and Attachment A.	\$ 150
<u>Mortgage of Certificate</u> Complete section 1 and Attachment D.	\$ 35
<u>Name Change (company corporate name, trade name or surname of an individual owner or partner)</u> Complete section 1 and Attachments C and E.	\$ 35
<u>Reinstatement of Cancelled Certificate</u> Complete sections 1 and 8.	\$200

**TYPE OF PAYMENT:**

Cash    Check    Money Order    AMEX    MasterCard    Visa

Credit Card Information (if applicable):	Expiration Date
	Month/Year

Amount: \$ \_\_\_\_\_

Cardholder's signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICIAL USE ONLY**

Date Filed:	Docket #:	Motcar:	Cert. Issued:
LS Staff Assigned:	Insurance:	Application:	Related App:
DOL/SOS:	Tariff/Time Schedule:	Map:	
Text approved for docket:	Safety Inspection:	Reception #:	111 0268:
111-0268-232-02:	111-0268-232-01:	111-0268-230-02:	111-0268-230-01:

**SECTION 1 – APPLICATION INFORMATION**

Name of Applicant: Shuttle Express, Inc.		
Trade Name(s) if applicable:		
Unified Business Identification Number (UBI): 600-030-043		
If you do not know your UBI number or need to request one, contact the Department of Licensing at (360) 664-1400.		
Phone Number: (425) 981-7070	Fax Number: (425) 981-7071	E-mail: jrowley@shuttleexpress.net
Physical Address		Mailing address, if different from physical address
Street: 800 S.W. 16 <sup>th</sup> St.		Street:
City: Renton		City:
State/Zip: WA, 98057		State/Zip:

**SECTION 2 – COMPANY INFORMATION**

**Type of business structure:**  
 Individual       Partnership       Corporation       Other (LP, LLP, LLC) \_\_\_\_\_

List the name, title and percentage of partner's share or stock distribution for major stockholders:

Name	Title	Stock Distribution or Percentage of Shares
<u>Jimmy Sherrell, President / CEO</u>		

Provide the following documents with your application: **N/A**

- A map of the proposed line, route or service territory that meets the standards described in WAC 480-30-051.
- Support statements for temporary authority if applicable.

Describe the proposed service including the line, route or service territory description. Describe in terms such as streets, avenues, roads, highways, townships, ranges, cities, towns, counties or other geographic descriptions.

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We would like to remove the following restriction from our permit:

1) Service may be provided in vehicles no larger than a seven passenger van.

---

How many riders do you expect during your first year of operations? **N/A**

State the conditions that justify granting of this application.  
The vehicle restriction is outdated; vans are made with more seats now.

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Do other auto transportation companies currently provide service between any of the points or along any portion of the route you propose to serve? **N/A**

- No       Yes If yes, list the names and addresses of companies

Name	Address

Do you currently hold, or have you ever held, an auto transportation certificate?

No  Yes If yes, please indicate your certificate number: C-975

Have you ever applied for and been denied an auto transportation certificate?

No  Yes If yes, please explain: \_\_\_\_\_

Have you been cited for violation of state laws or commission rules?

No  Yes If yes, please explain: \_

The commission ruled our independent operators were not legal. \_\_\_\_\_

### SECTION 3 – TARIFF AND TIME SCHEDULE

If this application is for temporary authority, a new certificate or extension of existing certificated authority, you must include a proposed tariff and time schedule that is in compliance with WAC 480-30-251 through WAC 480-30-436.

If this application is a transfer or a lease of authority from an existing certificate, you must either file a new tariff and time schedule at the same rate levels as on file or you must adopt the current certificate holder's tariff and time schedule. To file a new tariff, use the standard tariff format included with this application or an approved alternate format. Indicate which option you will use: *N/A*

Adopt (Complete Attachment E)

File a new tariff

### SECTION 4 – HEARING INFORMATION

Estimate the number of witnesses you will present and the amount of time you will need for your presentation if the commission sets your application for a formal hearing.

Number of witnesses: 1	Amount of time: One hour.
Will an attorney be representing you? If so, complete the following: No.	
Attorney's name:	Attorney's phone number:
Attorney's address:	Fax Number:
Street:	E-mail:
City, State, Zip	

### SECTION 5 – FINANCIAL STATEMENT

You may attach a Balance Sheet or Profit and Loss Statement in place of providing the information requested below.

In addition to completing the information requested above, you must attach a projected balance sheet and income statement for your first year of operation. **See attached PDF of Annual Report**

### SECTION 6 – EQUIPMENT LIST

YEAR	MAKE & MODEL	VIN NUMBER	LICENSE	PAX
2005	Ford Econo Line 350	1FBSS31L76HA65684	A84651Y	10
2005	Ford Econo Line 350	1FBSS31L76HA65685	A84656Y	10
2005	Ford Econo Line 350	1FBSS31L76HA65686	A84873Y	10
2005	Ford Econo Line 350	1FBSS31L76HA65687	B67545E	10
2005	Ford Econo Line 350	1FBSS31L76HA65688	B67546E	10
2005	Ford Econo Line 350	1FBSS31L76HA65689	A84655Y	10
2005	Ford Econo Line 350	1FBSS31L76HA65690	A84657Y	10
2005	Ford Econo Line 350	1FBSS31L76HA65691	A84658Y	10
2005	Ford Econo Line 350	1FBSS31L76HA65692	A84874Y	10
2005	Ford Econo Line 350	1FBSS31L76HA65693	A84875Y	10
2005	Ford Econo Line 350	1FBSS31L16HA64527	A84652Y	10
2005	Ford Econo Line 350	1FBSS31L16HA64528	A84654Y	10
2005	Ford Econo Line 350	1FBSS31L76HA65681	A84872Y	10



2006	Ford Econo Line 350	1FBSS31L56DB32433	B19010C	10
2006	Ford Econo Line 350	1FBSS31L76DB32434	B19024C	10
2006	Ford Econo Line 350	1FBSS31L96DB32435	B19027C	10
2006	Ford Econo Line 350	1FBSS31L26DB32436	B19015C	10
2006	Ford Econo Line 350	1FBSS31L46DB32437	B19012C	10
2006	Ford Econo Line 350	1FBSS31L66DB32438	B19013C	10
2006	Ford Econo Line 350	1FBSS31L26DB32439	B19025C	10
2006	Ford Econo Line 350	1FBSS31L46DB32440	B19019C	10
2006	Ford Econo Line 350	1FBSS31L66DB32441	B19023C	10
2006	Ford Econo Line 350	1FBSS31LX6DB32443	B19011C	10
2006	Ford Econo Line 350	1FBSS31L16DB32444	B19029C	10
2006	Ford Econo Line 350	1FBSS31L36DB32445	B19018C	10
2006	Ford Econo Line 350	1FBSS31L56DB32446	B19028C	10
2006	Ford Econo Line 350	1FBSS31L76DB32447	B19021C	10
2006	Ford Econo Line 350	1FBSS31L96DB32448	B19022C	10
2006	Ford Econo Line 350	1FBSS31L56DB32450	B19026C	10
2006	Ford Econo Line 350	1FBSS31L76DB32451	B19017C	10
2006	Ford Econo Line 350	1FBSS31L96DB32452	B19020C	10
2006	Ford Econo Line 350	1FBSS31L66HB00843	B08643E	10
2006	Ford Econo Line 350	1FBSS31L26HB00838	B08645E	10
2006	Ford Econo Line 350	1FBSS31L46HB00839	B08646E	10
2006	Ford Econo Line 350	1FBSS31L26HB00841	B08647E	10
2006	Ford Econo Line 350	1FBSS31LX6HB00845	B08648E	10
2006	Ford Econo Line 350	1FBSS31L06HB00854	B08650E	10
2006	Ford Econo Line 350	1FBSS31L46HB00856	B08651E	10
2006	Ford Econo Line 350	1FBSS31L16DB18318	B08644E	10
2006	Ford Econo Line 350	1FBSS31L26HA32038	B08649E	10
2007	Ford Econo Line 350	1FBSS31L47DA26699	B16248G	10
2007	Ford Econoline 138	1FTNS24L47DB09564	B67511E	8
2007	Ford Econoline 138	1FTNS24L67DB07668	B67510E	8
2007	Ford Econoline 138	1FTNS24LX7DB07673	B67509E	8
2007	Ford Econoline 138	1FTNS24L67DB04933	B97247E	8
2007	Ford Econoline 138	1FTNS24WO7DB24654	B97246E	8
2007	Ford Econoline 138	1FTNS24W57DB24651	B16205G	8
2007	Ford Econoline 138	1FTNS24W77DB24652	B16206G	8
2005	Chevy ADA Van	1GBDV13E95D114535	388SVT	6
2006	Ford E-350	1FBSS31L26DA90612	B39703K	10
2006	Ford E-350	1FBSS31L36DA90618	B51909G	10
2006	Ford E-350	1FBSS31L06DA90611	B51904G	10
2006	Ford E-350	1FBSS31L96DA90624	B51912G	10
2006	Ford E-350	1FBSS31L66DA90614	B51908G	10
2006	Ford E-350	1FBSS31L46DA90613	B51907G	10
2006	Ford E-350	1FBSS31L16DA90620	B51910G	10
2006	Ford E-350	1FBSS31L56DA90622	B51911G	10
2006	Ford E-350	1FBSS31L06DA90625	B51913G	10
2006	Ford E-350	1FBSS31L86DA90629	B51905G	10
2006	Ford E-350	1FBSS31L86DB28005	B53722G	10

2007	Ford E-350 XLT	1FBSS31L47DB25782	B35564L	10
2007	Ford E-350 XLT	1FBSS31L57DB25774	B35559L	10
2007	Ford E-350 XLT	1FBSS31L87DB25770	B35562L	10
2007	Ford E-350 XLT	1FBSS31L17DB25786	B35560L	10
2007	Ford E-350 XLT	1FBSS31L57DB25788	B35561L	10
2007	Ford E-350 XLT	1FBSS31L97DB25759	B35563L	10
2007	Ford E-350 XLT	1FBSS31L47DB35583	B35557L	10
2007	Ford E-350 XLT	1FBSS31L97DB35546	B35558L	10
2007	Ford E-350 XLT	1FBSS31L67DB35570	B35733L	10
2007	Ford E-350 XLT	1FBSS31L17DB42345	B71030L	10
2007	Ford E-350 XLT	1FBSS31L27DB25263	B71029L	10
2006	Ford Econo Line 350	1FBSS31L36HA92796	XVAN302	10
2006	Ford Econo Line 350	1FBSS31L76HB41790	XVAN303	10
2006	Ford Econo Line 350	1FBSS31L26HA02683	XVAN304	10
2006	Ford Econo Line 350	1FBSS31L96HA02695	XVAN305	10
2006	Ford Econo Line 350	1FBSS31L06HA88284	XVAN306	10
2006	Ford Econo Line 350	1FBSS31L16HB29618	XVAN307	10
2006	Ford Econo Line 350	1FBSS31L96HA92785	XVAN308	10
2006	Ford Econo Line 350	1FBSS31LX6HA32272	XVAN309	10
2006	Ford Econo Line 350	1FBSS31L06DA19800	XVAN310	10
2006	Ford Econo Line 350	1FBSS31L56DA19808	XVAN311	10
2007	Ford E-350 Extended	1FBSS31L17DA31651	B71031L	10
2006	Ford E-350 Extended	1FBSS31LX6HB29634	B71033L	10
2006	Ford E-350 Extended	1FBSS31L96HA47779	B71035L	10
2006	Ford E-350 Extended	1FBSS31L56HA47780	B71032L	10
2006	Ford E-350 Extended	1FBSS31L86HB12394	B71034L	10

**SECTION 7 – 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 Dean Deangelo

Position: V.P. of Operations

**OPERATIONAL RESPONSIBILITIES**

List the person and position responsible for understanding and complying with the requirements of each category shown below.

**TARIFFS, TIME SCHEDULES, RATES AND RATE FILINGS** (WAC 480-30-251 through WAC 480-30-436). You must file a tariff showing all rates and how those rates will be assessed. You must also file a time schedule.

Name: John Rowley

Position: General Manager

**ANNUAL REPORTS AND REGULATORY FEES** (WAC 480-30-066 through WAC 480-30-081). You must file an annual report and pay regulatory fees by May 1 of each year.

Name: Bob Myles

Position: Operations Manager

**CUSTOMER SERVICE** (WAC 480-30-441 through WAC 480-30-461). You must interact with customers according to the rules.

Name: Sharon Games

Position: Manager of Guest Services

**STATE OF WASHINGTON GENERAL LAWS, RULES AND REGULATIONS.** You must comply with the regulations of local, state, and federal agencies such as, but not limited to: Department of Labor and Industries, Department of Licensing, Secretary of State, Department of Revenue and Internal Revenue Service and Employment Security.

Name: JoAnn Huntoon

Position: Chief Operating Officer

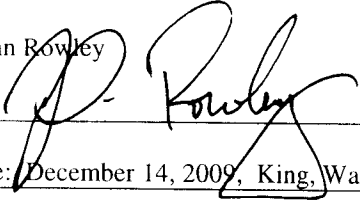
**SECTION 8 – DECLARATION OF APPLICANT:**

I understand that filing this application does not authorize me to start requested operations described until the commission grants the application and issues a certificate.

I understand the responsibilities of a passenger transportation company and I comply with all local, state, and federal regulations governing business in the state of Washington.

I certify that the information contained in this application is true and correct and that I am authorized to execute and file this document on behalf of the applicant.

Printed name: John Rowley

Signature: 

Date, County, State: December 14, 2009, King, Washington

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0  
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# AUTO TRANSPORTATION COMPANIES ANNUAL REPORT

Due May 1, 2010

**\*\*Not Confidential\*\***

P24635 / CH000171;C  
Shuttle Express, Inc.  
800 SW 16th St  
Renton, WA 98057

Correct name and address, if different than shown.

## WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION for the YEAR ENDED DECEMBER 31, 2009

Inquiries concerning this Annual Report should be addressed to:

NAME: JoAnn Huntoon TITLE: CFO

ADDRESS: 800 SW 16th St

CITY: Renton STATE: WA ZIP: 98057

TELEPHONE: 425.981.7063 FAX: 425.981.7071 E-MAIL: JHuntoon@ShuttleExpress, Inc

The company must notify the Commission, in writing, of any changes to the above information.

TYPE OF PAYMENT - DO NOT SEND CASH IN THE MAIL

For Commission Use Only

Credit Card Authorization #: \_\_\_\_\_

Check  Money Order  AMEX  Visa  MasterCard  Discover

Credit Card Number

Expiration Date  
Month/Year

CERTIFICATION: I, the undersigned, under penalty for false statement, certify that the information is true, valid and correct, that I am authorized to execute on behalf of the applicant, and that I agree to pay the above total amount according to card issuer agreement.

Name (Printed): \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

For Commission Use Only

Exception Number \_\_\_\_\_ Reference \_\_\_\_\_ Payment ID: \_\_\_\_\_ Receivable # \_\_\_\_\_

001-01-02-68-230-01 \_\_\_\_\_ 001-108-01-70-230-13 \_\_\_\_\_ 001-111-02-68-230-11 \_\_\_\_\_ 001-111-02-68-032-20 \_\_\_\_\_

Original to be mailed to the Washington Utilities and Transportation Commission, PO Box 47250, Olympia, WA 98504-7250  
Web Site: [www.utc.wa.gov](http://www.utc.wa.gov)

# SCHEDULE 1

**TYPE OF MOTOR CARRIER**  Individual  Partnership  Corporation,  Other (LP, LLP, LLC, etc.)

List the name, title, and percentage of partner's share or stock distribution for major stockholders. If LLC, list members and percentage of ownership.

Name: Jimmy Sherrell Title: CEO/President Percent/Shares/Stock/Ownership: 100%  
 Name: \_\_\_\_\_ Title: \_\_\_\_\_ Percent/Shares/Stock/Ownership: \_\_\_\_\_  
 Name: \_\_\_\_\_ Title: \_\_\_\_\_ Percent/Shares/Stock/Ownership: \_\_\_\_\_

Safety Director Name: Bob Myles Telephone Number: 425.981.7070

Number of Vehicles 16 passengers or less: 87 Number of Vehicles 17 passengers or more: 8

Customer Service Contact Name: Sharon Games Telephone Number: 425.981.7070

Number of commercial motor vehicle drivers employed in 2009: 16

Number of recordable intrastate and interstate accidents in 2009: 1

(Please include the total recordable accidents for both intrastate and interstate operations based in Washington.)

Recordable Accidents	Intrastate	Interstate
An occurrence involving a commercial vehicle on a public road in interstate or intrastate commerce that resulted in:		
A. A fatality.	<u>0</u>	<u>0</u>
B. An injury to a person requiring immediate treatment away from the scene of the accident.	<u>1</u>	<u>0</u>
C. Disabling damage to a vehicle, requiring it to be towed from the accident scene.	<u>1</u>	<u>0</u>
Total number of recordable accidents	<u>1</u>	<u>0</u>

Total operating miles for the year 2009:

Intrastate 9,544,000 Interstate 288,000

Intrastate: Trips that operate exclusively within the state of Washington.

Interstate: Trips that operate outside the state of Washington.

Each terminal located in Washington State.

Location of terminals in Washington State

**SCHEDULE 2  
INCOME STATEMENT**

<b>Operating Revenues</b>		
210	Charter Bus Revenue <i>CHARTER Revenue + Bus</i>	491,427
220	Passenger Revenue <i>DTA / Scheduled / STP</i>	1,361,383
220-3500	Baggage-Mail-Express-Newspapers	—
3600	Misc. Station Revenue <i>SEDAN / Limo</i>	2,378,806
3700-3900	Other Operating Revenues <i>ALL DISCOUNTS</i>	(766,871)
<b>Total Revenues</b>		<b>\$15,716,745</b>
<b>Operating Expenses</b>		
4100	Equipment Maintenance and Garage Expense	800,332
4200	Transportation Expense	831,877
4300	Station Expense	860,042
4400	Traffic Solicitation and Advertising Expense	390,018
4500	Insurance and Safety Expense	538,833
4600	Administrative and General Expense	1,689,590
4700	Depreciation and Amortization Expense	556,331
4800	Operating Taxes and Licenses Expense	612,806
4900	Operating Rents Expense	521,524
<b>Total Operating Expenses</b>		<b>\$14,287,553</b>
<b>Net Operating Income</b> (total revenue less total operating expenses)		<b>\$1,429,192</b>
<b>Other Income and Expense</b>		
5000	Other Income	123,409
5100	Other Deductions	53,981
5200	Income Taxes	0
<b>Net Income or Loss</b>		<b>\$1,498,620</b>

# REGULATORY FEE CALCULATION SCHEDULE

Company Name Shuttle Express, Inc.

Annual Report Year 2009

In accordance with RCW 81.24.020 "Regulatory Fees", the Commission requires Auto Transportation companies to file reports of gross intrastate operating revenue and pay fees on that revenue. Every company subject to regulation shall file with the Commission a statement under oath showing its gross intrastate operating revenue from operations for the preceding year and pay to the Commission a fee as instructed below.

1 Passenger Revenue	1	13,613,383.00
2 Express and Baggage Revenue	2	0.00
3 U.S. Mail and Other Operating Revenue	3	0.00
4 Total Gross Intrastate Operating Revenue ** (add lines 1, 2 and 3)	4	13,613,383.00
5 Less Non Fee-Paying Revenue (includes interstate revenues)	5	\$ 228,058.00
6 Balance-Adjusted Gross Intrastate Operating Revenue (subtract line 5 from 4)	6	\$13,385,325.00
7 Regulatory Fee Calculations:	7	
7a If line 6 is <b>UNDER</b> \$5,000, Enter <b>ZERO</b> (Filing <b>ZERO</b> indicates schedule is complete)	7a	\$
7b If line 6 is <b>OVER</b> \$5,000-enter amount from line 6	7b	\$13,385,325.00 x .004 (.4%) = \$53,541.30
8 Total Regulatory Fees owed (add lines 7a or 7b)	8	\$53,541.30
		Agency Use Only 001-102-02-66-230-00

	Fees due WA Motor Vehicle Fund		Vehicle Miles		Fee Calculation	
	Vehicle Registration	Total	Non-Fee Paying Miles		Rate Per Mile	Amount Owed
9 Gasoline		8,878,494	288,000		8,590,494 x .0015 =	\$ 12,885.74
10 Other Fuel		665,506			665,506 x .0020 =	\$ 1,331.01
11 Total Washington Motor Vehicle Fund Fees owed (add lines 9 and 10)						\$ 14,216.75
						Agency Use Only 001-102-02-66-230-00

**Complete Lines 12 through 16 if filing after May 1**

12 Penalties on Regulatory Fees filed after May 1	12	
12a Total Penalties on Regulatory Fees owed - enter amount from line 8	12a	\$ x .02 (2%) = \$
13 Interest on Regulatory Fees filed after May 1	13	
13a Amount from line 8 _____ x Number of months past May _____ x .01 (1%) =	13a	\$
14 Penalties on Vehicle Mileage fees after May 1	14	
14a Penalties on Vehicle Mileage fee - enter amount from line 11 (Per RCW 46.16.125)	14a	\$ x 1.0 (100%) = \$
15 Total Penalties and Interest owed (add lines 12a, 13a and 14a)	15	\$ -
		Agency Use Only 001-113-02-66-230-11
16 Total Regulatory, Penalty and Interest Fees Due (add lines 8, 11 and 15)	16	\$67,758.05

\*\* Note: Gross Washington intrastate operating revenue is defined as all revenue collected for the year from rates under tariffs and contracts on file at the Washington Utilities and Transportation Commission. The revenues subject to the Commission's regulatory fees are gross Washington intrastate operating revenues before deductions for uncollectibles, unbillables, or the payment of state and federal taxes, i.e. "Gross Revenues" means before any deductions from Revenue Receipts.

Washington Unified Business Identifier (UBI) No.: 600-030-043  
If you do not know your UBI No. please contact the Department of Licensing at 360-664-1400

### Annual Report Certification

I certify that I, JoAnn Huntoon, the responsible account officer for SHUTTLE EXPRESS have examined the foregoing report; that, to the best of my knowledge, information and belief, all statements of fact contained in said report are true and said report is a correct statement of the business and affairs of the above-named respondent in respect to each and every matter set forth therein during the period from January 1, 2009, to December 31, 2009, inclusive.

Name (Printed): JoAnn Huntoon Title: CFO

Signature: JoAnn Huntoon Date: 4-15-10

### Online Annual Report Certification

I acknowledge that the foregoing Annual Report has been submitted electronically; that, to the best of my knowledge, information and belief, all statements of fact contained in all attached schedules are true and said report is a correct statement of the business and affairs of the above-named respondent in respect to each and every matter set forth therein during the period from January 1, 2009, to December 31, 2009, inclusive. I agree that my name typed in lieu of my handwritten signature shall be sufficient to deem the report complete.

Authorized By:   
Please Type Full Name Here

Authorized Date:   
Please Type Full Date Here

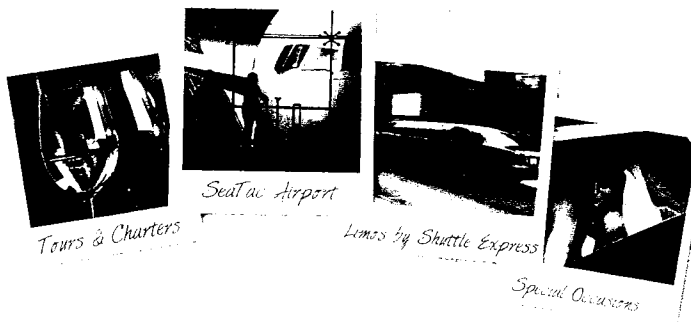


# **EXHIBIT 2**

**TC-091931**



**Serving Homes, Hotels, Offices  
and Cruise Terminals since 1987  
with Friendly, Quality Service!**



### **Airport Transportation**

SeaTac Airport's official door-to-door share ride service, exclusive vans, town cars, limos, coaches. Service 24 hours a day to homes, hotels, offices and cruise terminals.

### **Town Car and Limo Service**

Airport and non-airport service—corporate travel; point-to-point service; VIP events; celebrations for any occasion.

### **Tours and Charters**

City tours, wine tours, day trips and charters in 10-16-25-29-32 passenger coaches for business or pleasure.

### **Luxury Fleet for all occasions**

Professional, well-appointed luxury fleet for corporate events, celebrations, weddings or any special occasion. Fleet includes party coaches, limo vans, stretch limos and town cars.

425-981-7000 • [shuttleexpress.com](http://shuttleexpress.com)



Go Shuttle Express Share Ride service saves you money with multiple-rider rates and roundtrip discounts, and kids 12 and under always ride free with a paying adult for airport transfers. We're good for the environment, too. So save money and go green with Go Shuttle Express!

### One-Way Share Ride Rates to/from SeaTac

Fares based on roundtrip rates, which include a \$5 discount each way. If you are traveling one way only, please add \$5 to the fare.

Find your zip code to the right and its corresponding zone letter.

# of Guests	Zone A	Zone B	Zone C	Zone D	Zone E	Zone F	Zone G	Zone H	Zone J	Zone K
1	\$24	\$27	\$31	\$31	\$32	\$34	\$39	\$44	\$49	\$58
2	\$30	\$27	\$33	\$33	\$40	\$41	\$45	\$55	\$58	\$63
3	\$36	\$35	\$36	\$36	\$48	\$48	\$48	\$69	\$69	\$69
4	\$48	\$47	\$48	\$48	\$64	\$64	\$64	\$92	\$92	\$92
5	\$60	\$59	\$60	\$60	\$80	\$80	\$80	\$115	\$115	\$115
6	\$72	\$71	\$72	\$72	\$96	\$96	\$96	\$138	\$138	\$138
7	\$84	\$83	\$84	\$84	\$112	\$112	\$112	\$161	\$161	\$161

### Exclusive Van-Bus Rates to/from SeaTac

25-29-32 pax bus rates include gratuity • Additional stops \$10 each

# of Guests	Zone A	Zone B	Zone C	Zone D	Zone E	Zone F	Zone G	Zone H	Zone J	Zone K
10	\$95	\$95	\$95	\$95	\$120	\$120	\$120	\$170	\$170	\$170
25	\$207	\$207	\$207	\$207	\$236	\$236	\$236	\$282	\$282	\$282
29	\$247	\$247	\$247	\$247	\$276	\$276	\$276	\$322	\$322	\$322
32	\$276	\$276	\$276	\$276	\$305	\$305	\$305	\$351	\$351	\$351

### Non-Airport Exclusive Hourly Rates

15% gratuity will be added to fare • Additional hours at discounted rate

10 pax van	25 pax coach	29 pax coach	32 pax coach
\$100	\$175	\$210	\$235

### Point-to-Point Charter Service

Vans, Sedans, Limos and Coaches • 15% gratuity will be added

We offer point-to-point charter services to anywhere in our vans, sedans, limos, party buses and coaches. Call for quotes.

425-981-7000 • shuttleexpress.com



# Zip Code Zone Guide

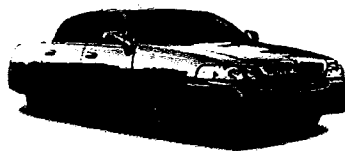
Zip Code	Area/City/Town	Share-Ride Zone	Sedan Zone	Zip Code	Area/City/Town	Share-Ride Zone	Sedan Zone
98001	Auburn	E	M	98134	Seattle/Harbor Island	B	M
98002	Auburn	G	P	98136	West Seattle	C	M
98003	Federal Way	D	M	98144	Seattle/Mt. Baker	C	M
98004	Bellevue	E	M	98146	White Center	A	L
98005	Bellevue	F	M	98148	Burien	A	L
98006	Bellevue	F	M	98155	Lake Forest Park	F	P
98007	Bellevue	F	M	98158	SeaTac Airport	A	L
98008	Bellevue/Crossroads	F	N	98166	Burien	A	L
98011	Bothell (King Co.)	G	Q	98168	Boulevard Park	A	L
98012	Mill Creek	H	R	98177	Seattle	F	P
98020	Edmonds	G	Q	98178	Seattle/Skyway	A	L
98021	Bothell (Sno. Co.)	H	Q	98188	Tukwila	A	L
98023	Federal Way	E	M	98195	UW Campus	E	N
98026	Edmonds	G	R	98198	Des Moines	A	L
98027	Issaquah	G	P	98199	Seattle/Magnolia	D	N
98028	Kenmore	G	P	98201	Everett	J	U
98029	Issaquah Plateau	H	Q	98203	Everett	J	U
98030	Kent	D	M	98204	Everett	H	S
98031	Kent	D	M	98208	Everett	H	S
98032	Kent	A	M	98275	Mukilteo	H	T
98033	Kirkland	F	N	98290	Snohomish (So. of Hwy 2)	K	V
98034	Kirkland/Juanita	G	Q	98290	Snohomish (No. of Hwy 2)	NA	V
98036	Lynnwood	G	Q	98296	Snohomish	J	V
98037	Lynnwood	G	R	98354	Milton	F	N
98038	Maple Valley	H	Q	98371	Puyallup	H	P
98039	Medina	F	M	98372	Puyallup	H	P
98040	Mercer Island	G	N	98373	Puyallup	J	R
98042	Kent	G	P	98374	Puyallup	J	R
98043	Mountlake Terrace	G	Q	98375	Puyallup	K	R
98047	Pacific	G	N	98387	Spanaway (No. of 212th)	K	S
98052	Redmond	G	P	98387	Spanaway (So. of 212th)	NA	S
98053	Redmond Plateau	H	R	98388	Steilacoom	K	S
98055	Renton	A	L	98390	Sumner	J	Q
98056	Renton Highlands	C	L	98391	Bonney Lake	J	Q
98057	Renton	A	L	98402	Tacoma	E	M
98058	Renton Fairwood	D	M	98403	Tacoma	E	N
98059	Renton	D	M	98404	Tacoma	G	N
98065	Salish Lodge	NA	T	98405	Tacoma	G	N
98072	Woodinville	H	Q	98406	Tacoma	G	P
98074	Sammamish	H	R	98407	Tacoma	G	P
98075	Sammamish	H	R	98408	Tacoma	G	N
98077	Woodinville	H	R	98409	Tacoma	G	N
98087	Lynnwood	G	R	98416	Univ. of Puget Sound	G	N
98092	Auburn/Kent	G	N	98418	Tacoma	G	N
98101	Downtown Seattle	B	M	98421	Tacoma	E	M
98102	Seattle/Eastlake	C	M	98422	NE Tacoma/Browns Pt.	F	M
98103	Seattle/Greenlake	E	N	98424	Fife	E	M
98104	Seattle/Downtown	B	M	98439	Tacoma	J	R
98105	Seattle/U District	E	N	98443	Tacoma	G	P
98106	Seattle/West Seattle	C	L	98444	Tacoma/Parkland	J	Q
98107	Seattle/Ballard	E	N	98445	Tacoma/Parkland	H	Q
98108	Seattle/Georgetown	C	L	98446	Tacoma	J	Q
98109	Seattle/Queen Ann Hill	C	M	98447	Pacific Lutheran Univ.	H	Q
98112	Seattle/Madison Park	C	M	98465	Tacoma	H	P
98115	Seattle/View Ridge	E	N	98466	Tacoma/Fircrest	H	P
98116	Seattle/West Seattle	C	M	98467	Tacoma	H	Q
98117	Seattle/Ballard	E	P	98493	American Lake	J	R
98118	Seattle/Rainier Beach	C	M	98494	Ft Steilacoom Hospital	J	R
98119	Seattle/Queen Ann Hill	C	M	98498	Tacoma	H	R
98121	Seattle/Denny Regrade	B	M	98499	Tacoma/Lakewood	H	R
98122	Seattle/Central Area	C	M				
98125	Seattle/Lake City	F	P				
98126	Seattle/West Seattle	C	L				
98133	Seattle/Northgate	F	P				

We recognize that some areas have additional post office box zip codes. Zones based on street address zip codes. Prices may change without notice.

# Limos by Shuttle Express

What makes our limo/town car service a cut above the rest?

- Our uniformed chauffeurs are prompt and professional.
- We arrive at your requested time. For arriving guests with advanced airport reservations, we meet you in baggage claim.
- We always assist with luggage!



## One-Way Sedan Rates to/from SeaTac

Fares based on roundtrip rates, which include a \$5 discount each way. If you are traveling one way only, please add \$5 to the fare.

Find your zip code to the left and its corresponding zone letter.

Zone L	Zone M	Zone N	Zone P	Zone Q	Zone R	Zone S	Zone T	Zone U	Zone V
\$57	\$62	\$67	\$67-\$77	\$77-\$82	\$82-\$87	\$92	\$97-\$122	\$102-\$107	\$112-\$159

## One-Way Executive Limo Rates

Fares based on roundtrip rates, which include a \$5 discount each way. If you are traveling one way only, please add \$5 to the fare.

Zone L	Zone M	Zone N	Zone P	Zone Q	Zone R	Zone S	Zone T	Zone U	Zone V
\$82	\$87-\$92	\$92	\$92-\$102	\$102-\$107	\$107-\$112	\$117	\$122-\$147	\$122-\$132	\$137-\$186

## Non-Airport Hourly Sedan/Executive Limo Rates

1 hour minimum • 15% gratuity will be added to fare

Sedan \$70

Executive Limo \$95

## Luxury Vehicle Rates

Hourly • 15-20% gratuity will be added to fare

Luxury Limos/Vans 6 passenger	Luxury Limos 8 passenger	Luxury Coach 16 passenger
\$110 • 1 hour min. \$75 each addl hour	\$275 • 3 hour min. \$75 each addl hour	\$185 • 1 hour min. \$100 each addl hour

## Limo Information

- Glassware, ice, water, beverage package option available.
- DVD/CD player, iPod hook-up
- A 20% mandatory gratuity will be added to Luxury Limo and Luxury Limo Van reservations. A 15% gratuity will be added to hourly and point-to-point executive limo, exclusive van and sedan reservations
- UBI # 600 030 043

425-981-7000 • shuttleexpress.com

# Scheduled Hotel Service - SeaTac Airport

We serve all hotels, but offer a discounted, per person rate to the following hotels. Reservations **required** to SeaTac Airport. Scheduled service vans leave the airport on the hour.

Hotel - Rate	Departs hotel past the hour	Hotel - Rate	Departs hotel past the hour
Downtown Bellevue/ \$19 pp		Kirkland /\$21 pp	
Hyatt	40 min.	Baymont Inn	35 min.
Transportation Center	45 min.	Carlton	35 min.
The Coast Hotel	45 min.	Motel 6	35 min.
Sheraton	50 min.	Comfort Inn	35 min.
Red Lion	50 min.	Woodmark	45 min.
Silver Cloud	50 min.	LaQuinta	50 min.
Westin	45 min.		
Hilton	On the hour	Monroe/\$49 pp	
Meydenbauer Center	50 min.	Monroe Park & Ride	on the hour
Courtyard Marriot	50 min		
Residence Inn	50 min	Redmond/\$21 pp	
Bellevue Club	45 min.	Redmond Inn	40 min.
		Silver Cloud	40 min.
Renton/\$19 pp			
Guest House	On the hour		
		Issaquah/\$26 pp	
Eastgate-Overlake/\$21 pp		Motel 6	30 min.
Day's Inn	40 min.	Holiday Inn	30 min.
Larkspur Landing	40 min.		
Embassy Suites	40 min.	Lynnwood/\$26 pp	
Marriott Courtyard	50 min.	Residence Inn	25 min.
Marriott Residence Inn	50 min.	Best Western Alderwood	25 min.
Fairfield Hotel	50 min.	Hampton Inn	25 min.
		Marriott Courtyard	30 min.
Bothell/\$26 pp		LaQuinta	30 min.
Residence Inn	25 min.	Embassy Suites	35 min.
Country Inn Suites	25 min.		
		Northgate/\$21 pp	
Everett/\$28		Hotel Nexus	45 min.
Holiday Inn-Everett	On the hour		
Cascadia Inn	5 min.	University District/\$21 pp	
Quality Inn	15 min.	University Inn	On the hour
LaQuinta	15 min.	Hotel Deca	On the hour
Naval Station/\$39 pp	45 min.	Univ. Silver Cloud	On the hour
		University Travelodge	On the hour
Everett Train Station	55 min.	Watertown	On the hour
\$28 1st rider, \$12 each addl			
		University of Washington/ \$21 pp	
Mukilteo/\$28 pp		Lander, Mercer, Terry	20 & 50 min.
Hilton Garden Inn	15 min.	McMahon Hall	15 & 45 min.



## Luxury Fleet

Choose one of our luxury services and add that special touch to your next corporate event, party, or special occasion. Luxury transportation makes any event memorable!

### Party Coaches

Our luxury party coaches are designed for fun—comfortable “U” shaped leather seating, large windows with privacy tint and blinds, glassware, flat screen TV, and iPod hook-up. Perfect for any special event or celebration:

- Corporate events
- Proms and graduation parties
- Bachelor/bachelorette parties
- Night out on the town
- Wine tasting with family and friends
- Specialty tours and charters



*Luxury Party Coaches*

### Limo Vans

Our limo vans are terrific vehicle choices for any corporate event. Treat your VIPs and colleagues to professional, convenient, luxury service they'll appreciate!

- Plush, leather captain chairs, seats 6
- Generous leg room and “head and shoulders” space with ample workspace—table and pull-out computer tray
- WiFi equipped
- DVD/CD/Two TV monitors
- Exceptionally comfortable ride, whether to/from the airport, hourly charters, or point-to-point service.



*Luxury Limo Vans*

### Book your luxury service

Book online, or call our 24-hour Reservation Center.

Our reservation specialists are available to answer questions, help plan itineraries and book your party coach, limo van, luxury limo or town car service. Visit [www.shuttleexpress.com](http://www.shuttleexpress.com) for detailed information on everything we offer.

425-981-7000 • [shuttleexpress.com](http://shuttleexpress.com)

# Tours and Charters

## Wine Tasting

We partner with the finest wineries in Washington, showcasing the region's outstanding wine. Tour wine country with us and relax, sip some wine and enjoy the ride.



*Wine Tours*

### Saturday Tasting Tours

Visit 4-5 preferred wineries, sampling wines at larger establishments, as well as boutique wineries. Pick-up from select downtown Seattle locations.

### Private Tasting Tours

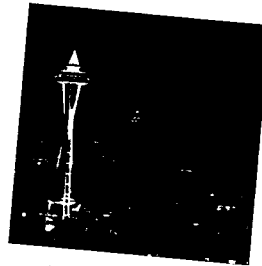
Arrange a private tour any time. We can plan your itinerary, or chauffeur you to the wineries of your choice.

### Preferred Wineries

Our favorites include Efeste, Patterson Cellars, DiStefano Winery, Chateau Ste. Michelle, Columbia Winery, Northwest Totem Cellars, Cowan Vineyards and Soft Tail Spirits.

### Touring Fleet

Choose from town cars, luxury limos, limo vans, party buses and larger coaches that seat up to 32.



*Explore Seattle*

## City Tours

Explore Seattle with our 3-hour guided tour. You'll visit scenic parks, historic neighborhoods and famous landmarks.

**Per Person Rates** on weekends/  
select weekdays May-October.  
A great pre/post-cruise tour!

**Private Tours** Upon request, any time of year.

### Tour Highlights:

- Pike Place Market
- See historic Pioneer Square
- Stop at Magnolia Park—spectacular view of the city!
- Visit Kerry Park
- Extended stop at the Space Needle
- Visit West Seattle, Alki Beach, waterfront

### How to book your tour, charter or specialty service

Call us, e-mail [sales@shuttleexpress.net](mailto:sales@shuttleexpress.net) or visit our web site for information, quotes and to book.



# Why choose Shuttle Express?

## Great Rates!

Save with share ride discounts. Kids 12 and under ride free per paying adult on airport transfers.

## Friendly Drivers

Professionally-trained, drug-free and in uniform.

## Guaranteed Service

If you miss your flight because of us, we pay any extra flight costs you incur.

## Number One in Safety

Nationwide Safety Award Winner for six consecutive years. We are serious about safety and it shows!

## Easy to Use

Conveniently book online or by phone, 24 hours a day.

## Rider Information

### How to find us at SeaTac Airport

From baggage claim, cross a skybridge to the parking garage and go to the 3rd floor. Follow the ground transportation signs to our curbside location, between the orange and purple elevator banks. Check in with our coordinators, use our 24-hour self check-in kiosk, or pick up our 24-hour phone hotline, which will connect you to an attendant.

### Rider Policies

- Baggage policy: We suggest two standard-sized checked pieces of luggage and two carry-ons per guest. Additional luggage subject to extra charge.
- Cancellation policy: If your plans change, please contact us at least 24 hours before your van or town car ride, 72 hours before charter or limo service and 7 days before luxury limo service to avoid no-show or cancellation charges.
- A gratuity given to your driver for a job well-done is appreciated.
- Additional stops are \$10 each for exclusive airport services.
- Positioning fees on point-to-point charters may apply.
- An airport fee is included in all services to and from the airport.
- A fuel surcharge may apply on all services.
- Rates may change without notice.
- Tours subject to sales tax.
- Licensed, bonded and fully insured.

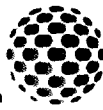
Reservations and Information

[www.shuttleexpress.com](http://www.shuttleexpress.com)

425-981-7000 • 206-622-1424

# **EXHIBIT 3**

TC-091931



Insurance Alternative Specialists



## Press Release Shuttle Express Wins "400 Point" Risk Control Score Awards

The award is given annually to the member of TRAX Insurance Ltd. who demonstrates excellence and commitment to the prevention and control of workplace safety hazards and exposures.

To achieve the award, the members of this ground transportation focused group casualty captive must undergo an exhaustive risk management audit from independent safety professionals as well as well as meet rigorous benchmarks in various statistical analyses. Listed below are the areas in which the member must show improvement and demonstrate excellence:

- Loss prevention commitment form top management
- Accident investigations
- Motor vehicle safety
- Hazard identification surveys
- Safety training
- Liability control
- Substance abuse control
- Claims management
- Emergency preparation
- Ergonomics
- OSHA compliance
- Prompt accident reporting
- Return to work programs
- Accident severity control
- Accident frequency control
- Attendance in captive risk control workshops

This is the Fifth time Shuttle Express has won the '400' Point award. They have won this Recognition in:

2010  
2009  
2008  
2007  
2005

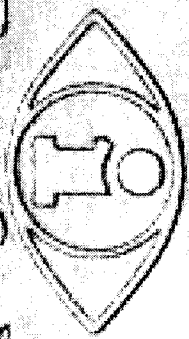
In 2004, they won the "Highest' Risk Control Award

# **EXHIBIT 4**

TC-091931

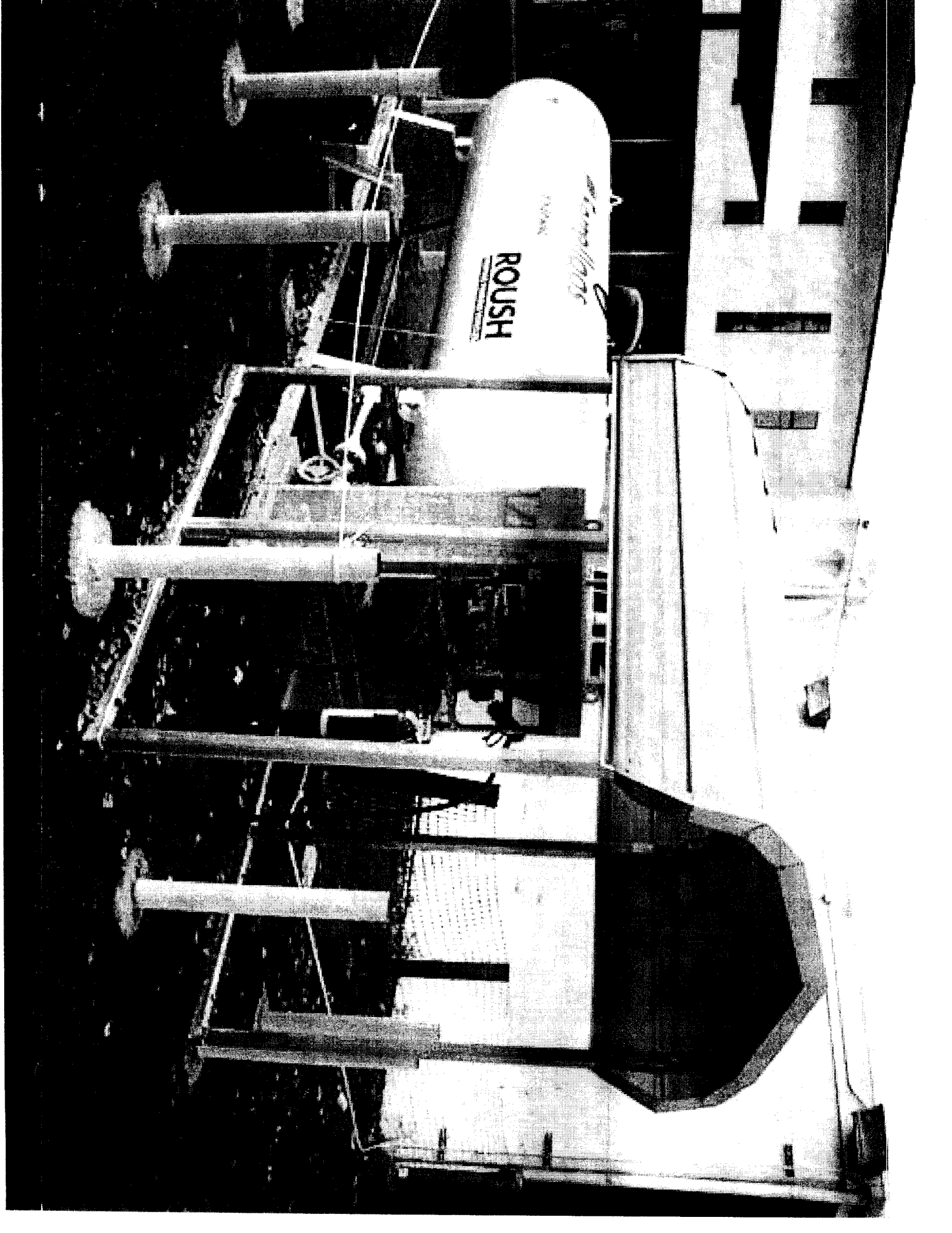


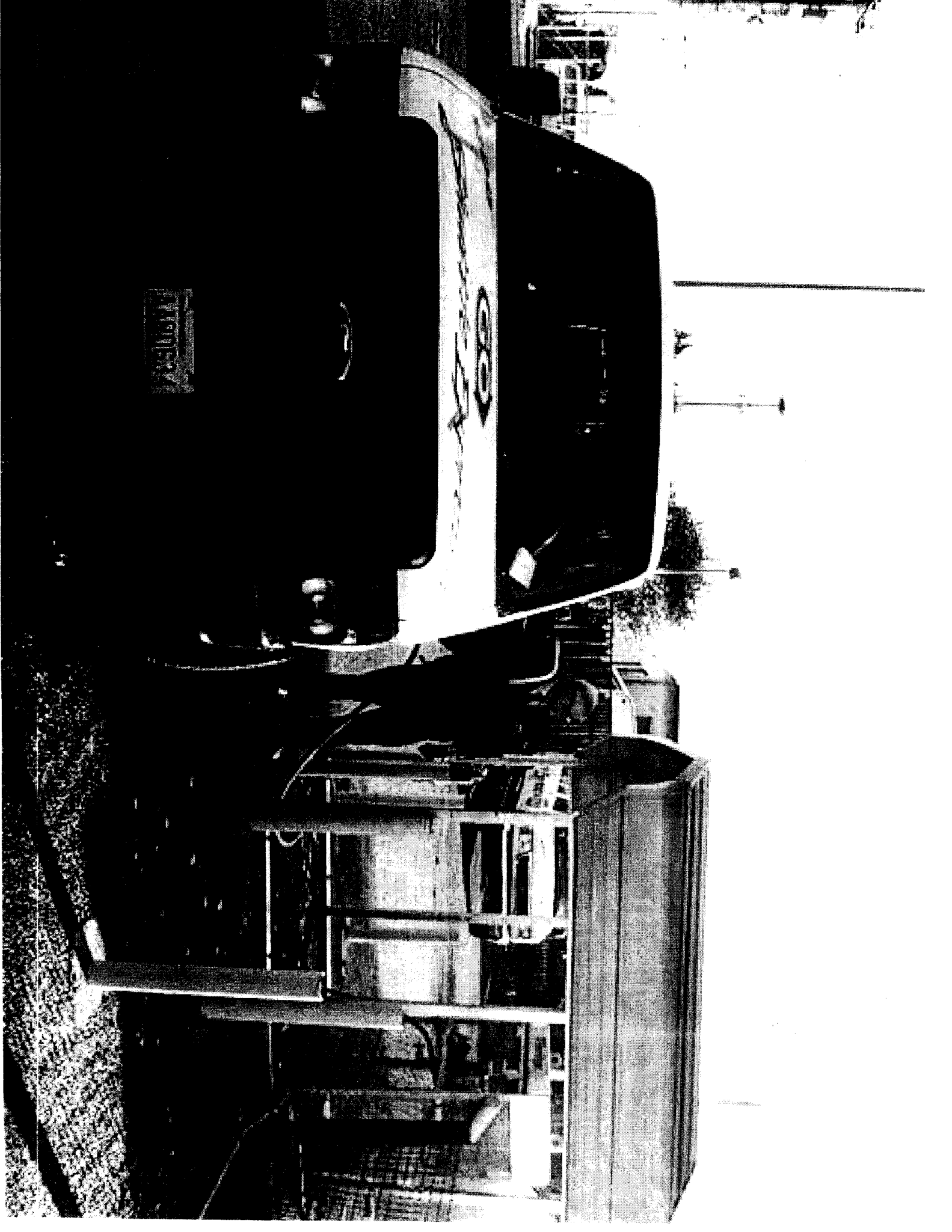
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# **EXHIBIT 5**

TC-091931

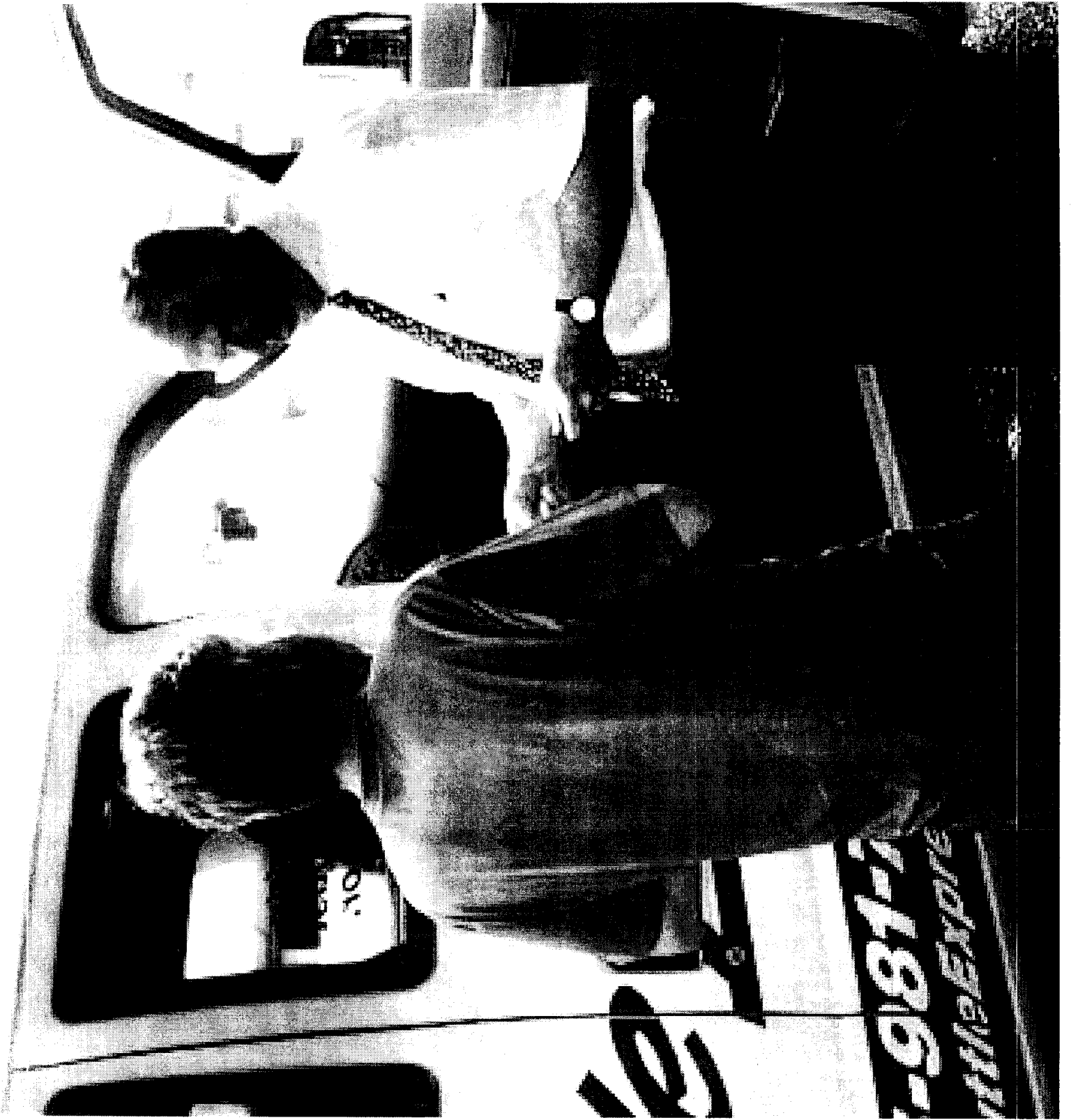






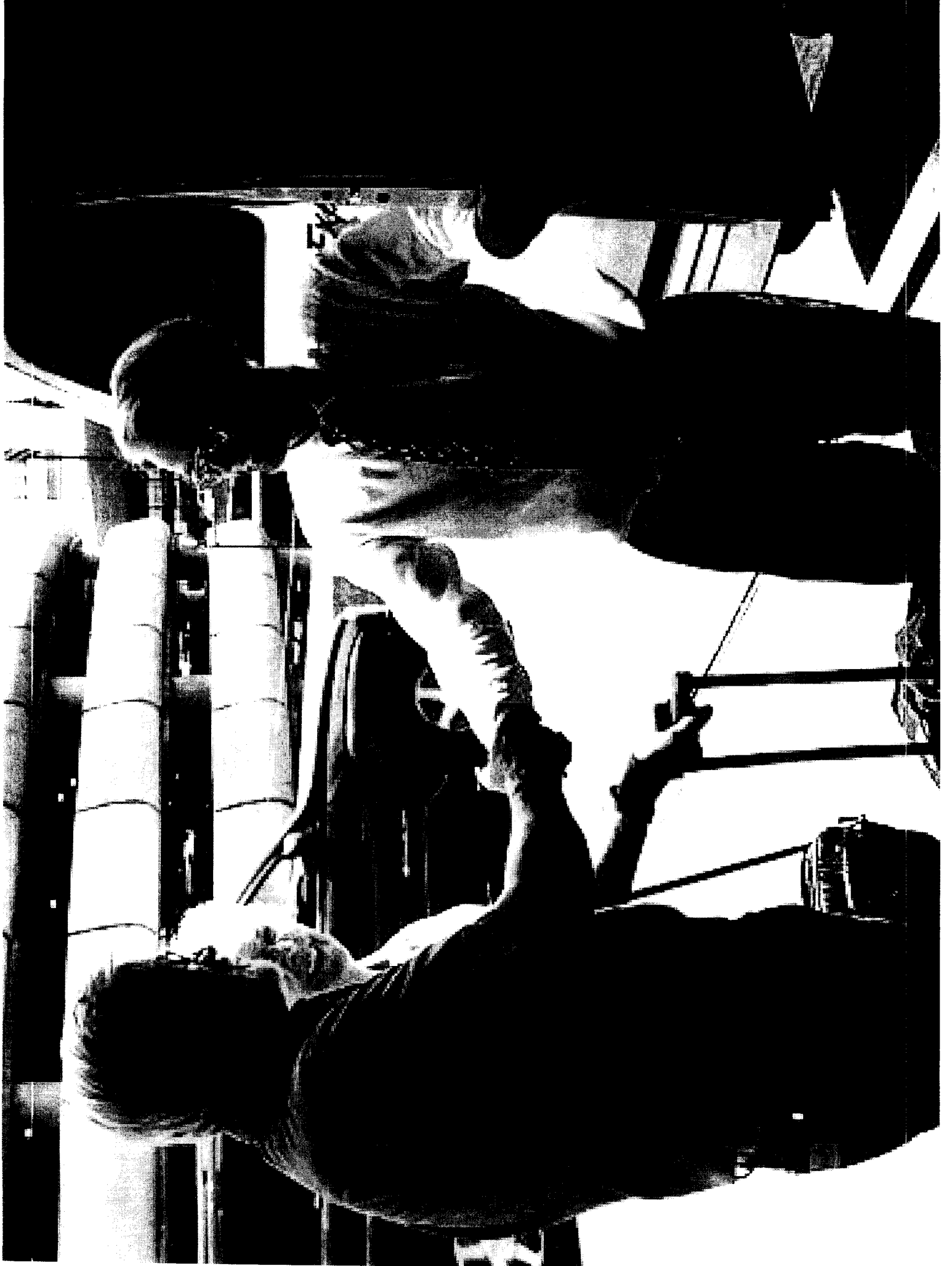
# **EXHIBIT 6**

**TC-091931**



# **EXHIBIT 7**

**TC-091931**

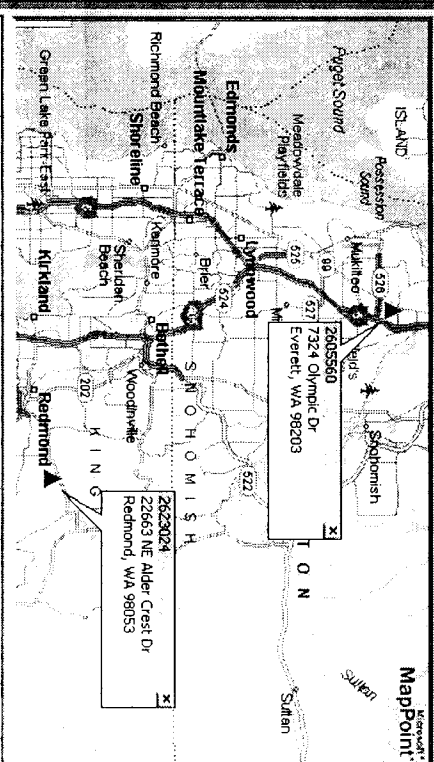


# **EXHIBIT 8**

**TC-091931**

Checked In: 11/11/10

MapPoint



Rider	S...	PU Time	Zip	Address	PAX	Name	Fare	Gr
Normal		18:35 11/11	98203	7324 Olympic Drive	1	Dawn Renee Bodine	49	
Quick		18:37 11/11	98053	22663 NE Alder Crest	1	Myna Loy	49	

SVC	PU Time	Confirmed/Alth	Drop Time Name	PU Address	Driver

Start

HWwebAgent: Georgen

[Current Week - Drive...]

Peopleschedler

HWwebDispatcher:Geo...

Document1 - Microsoft...

41

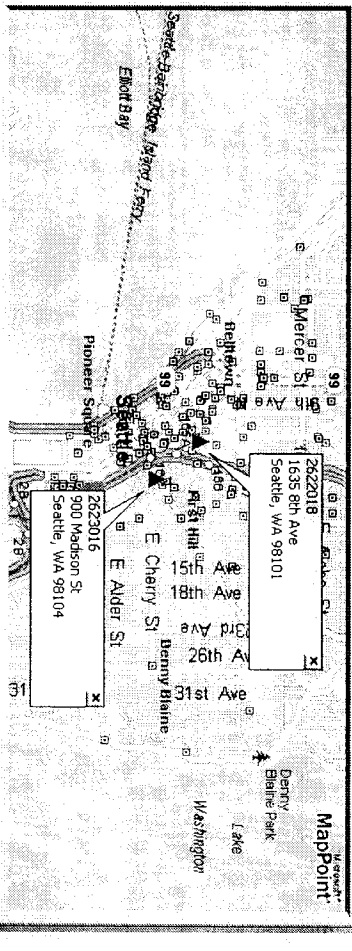
OPT

11/11/2010 6:38 PM

6:38 PM

Checked In: 11/11/10

MapPoint



RT R...	File	Wait	SVC	Zip	Name	DropOff Address	Fare	P...	Driver
Normal	41	00:16		98101	DANIELLE REILICH	1635 9TH AVE	27.00	CC	1 PETRIE
Quick	42	00:09		98104	KARIN HAMMAR	900 MADISON STREET	27.00	CC	1 PETRIE

RiderSt...	Veh	SVC	Wait	Status	PAX	Sops	FirstZip	LastZip	Driver	Fare	Re
Normal	801		00:21	Active	1	1	98391	98391	MAGASAKI, NORIYUKI	49.00	
Normal	306		00:08	Active	1	1	98029	98029	LUSA, STEVEN	44.00	
Normal			00:03	Waiting	1	1	98208	98208		49.00	

Tips

SVC	PU Time	Confirmed/Alth	Drop Time Name	PU Address	Driver