

Philadelphia International Airport Ground Transportation AVI Application Checklist

When you return your completed AVI application packet for processing, please be sure you have included all of the following documents:

- Driver's License
- PPA Driver Certificate (If Applicable)
- Completed AVI application (includes contact information at bottom of page)
- Vehicle Information Sheet (Vehicle listing) (If Applicable)
- A current copy FED Employer ID # (SSN if no EIN) (If Applicable)
- A current copy of vehicle registration/Proof of Ownership (If Applicable)
- A current copy of a Certificate of Liability which should include General Liability and Automobile Liability. The insurance certificate should list liability limits. The Philadelphia International Airport, City and its agents must be listed as additionally insured on the General Liability certificate.
- A copy of your PPA Certificate of Public Convenience (If Applicable)
- A copy of your PPA Vehicle Certification Card
- Payment for Transponders and/ or ID Card - \$20.00 per driver/ vehicle and/or account opening fees in the form of cash or business checks, money order, cashiers check payable to: Parkway Corporation Ground Transportation Management.

You must provide ALL of the above documentation in order for your PHL GT AVI application to be approved.

Contact AVI Customer Care Office at (215) 937-4354 should you have any questions.