

CAR RENTAL NON-CONCESSIONAIRE BUSINESS PERMIT APPLICATION CHECKLIST

Permit Application

Certificate of Liability Insurance

- Certificates of Liability Insurance evidencing insurance must name **Miami-Dade County** and **PortMiami** as the Certificate Holder and must include Miami-Dade County and PortMiami as an Additional Insured as respects General Liability.
- The minimum insurance coverage shall not be less than \$100,000 per person and \$300,000 per accident for bodily injury and \$50,000 per accident for property damage.
- Must include schedule of vehicles covered by insurance policy

Permit Fee

- Initial Fee: \$696.00 (Includes \$348.00 Non-Refundable Processing Fee and \$348.00 Permit Fee)
- Renewal Fee: \$348.00
- Permit renewals not received by the expiration date are considered late and the initial processing fee is required for reinstatement
- Car rental companies are assessed a percentage of the gross revenues (**annual rate of 8%**) arising from **activities at the Port of Miami**. These activities include, but are not limited to, the pick-up of passengers via courtesy vehicles for transportation to rental car facilities off the Port. Attached is an excerpt of our Tariff for your reference. Payment must be submitted to our office with on a monthly or quarterly basis.

Business License / Articles of Incorporation

Permit allows the holder to conduct business at PortMiami in accordance with rules and requirements of the Port Tariff, Port Director and the Miami-Dade County Code. Companies are expected to comply with all applicable local, State and Federal regulations.