

VILLAGE OF TINLEY PARK, ILLINOIS
APPLICATION FOR UNSCHEDULED INTERCITY BUS

All unscheduled intercity buses must use this application form and receive approval from the Village of Tinley Park, Illinois prior to loading/unloading any passengers within the Village limits.

APPLICANT INFORMATION

Bus Company Name: _____

Bus Company Address: _____

Bus Company State of Incorporation: _____

Primary Contact Name: _____

Title/Position of Primary Contact: _____

Primary Contact Phone: _____

Primary Contact Email: _____

Bus Driver Full Name (including middle): _____

Bus Driver's Date of Birth: _____

Bus Driver Phone: _____

Bus Driver Operator's License # _____

State of Issuance: _____ Expiration Date: _____

Other employees (Bus Company or 3rd party contractors or individuals assisting with the transportation of passengers: (attach a separate page if needed)

Full Name of any 3rd Parties: _____

Date of Birth: _____

PASSENGER INFORMATION

- (A) The Applicant **must** attach a proposed passenger list of all proposed passengers (including any employees of a 3rd party involved in the transportation of passengers) to this Application.
- (B) The Applicant **must** provide background check information for all proposed passengers (including 3rd party contractors or individuals assisting in the transportation of passengers) over the age of eighteen (18) years. Attach background check information to this Application- failure to attach background information will result in the Application being denied with no further processing.
- (C) Any passenger or 3rd party employee/individual not listed on the Application who exits the bus will be considered in violation of Village Policy (failure to submit a background check with the application) and will result in a \$750.00 fine, per person, assessed to the bus operator.

ARRIVAL INFORMATION

Proposed Arrival Date*: _____
(*Must be at least 5 business days from the date of application submission)

Proposed arrival time: *(check only one time period)*
Morning: 10-11 am 11am-12pm
Afternoon 12-1 pm 1-2 pm 2-3 pm 3-4 pm

USDOT of bus: _____

Bus license plate and State: _____

Any unscheduled intercity bus that allows passengers to disembark outside these days and hours will be considered in violation of Village Policy and will result in a fine, per person, assessed to the bus operator.

AUTHORIZATION FROM HEAD OF PUBLIC BODY INITIATING TRANSFER

The Applicant **must** provide an order authorizing the transfer of the proposed passengers which is executed by the head of the public body which has initiated the transfer via unscheduled intercity bus. **No application shall be processed without a copy of the authorizing order.**

Applicant Signature

Date: _____

Applicant's Name- Typed or Printed

(Required)

Notary Seal:

Village Use only:

Date Received: _____ *Time Received:* _____ *How received:* _____

Signature of Village Official: _____ *Approved or Denied (Circle)*

Name of Village Official: _____