

San Francisco International Airport  
Ground Transportation Permit Processing Unit

**Who needs a Ground Transportation Operating Permit?**

San Francisco International Airport (SFO) authorizes transportation companies to pick up and drop off passengers at SFO. These companies must apply for a Ground Transportation Operating Permit with the Ground Transportation Permit Processing Unit (GTPPU or GTU).

**Requirements**

Permitted companies must first be licensed with the California Public Utilities Commission (<http://www.cpuc.ca.gov/PUC/transportation/>) or have been granted Operating Authority by the Federal Motor Carrier Safety Administration (<http://www.fmcsa.dot.gov>) for out of state carriers.

In most cases the transportation of passengers for compensation requires operating authority from the PUC. The law provides some exceptions, however. Two major ones are taxicab service, which is subject to local regulation by cities and counties, and medical transportation vehicles. All of the exceptions are set forth in [Public Utilities Code Sections 226 and 5353](#).

For the **CPUC Authority** exemption verification, you can email CPUC directly on the following email address: [licensing@cpuc.ca.gov](mailto:licensing@cpuc.ca.gov). The CPUC email response verifying the exemption should be provided together with your application.

All vehicles operating at the airport must display a transponder and permit-specific decals. Vehicles not properly registered at SFO are subject to citations issued by the San Francisco Police Department-Airport Bureau as well as administrative fines issued by Landside Operations. Permitted companies must comply with the Airport's Rules and Regulations at all times to remain active.

Permitted companies will be billed trip fees based on the number of trips made to the Airport to pick up and/or drop off passengers. Long Distance Charter operators pay an annual registration fee based on the number of vehicles in their fleet in lieu of trip fees.

**Mandatory Orientation**

There is a Mandatory Orientation held in the GTU for all new applicants except for Long Distance Charter companies which are more than 100 miles from SFO (see definition of Long Distance Charter under Types of Ground Transportation Permits). You may sign up for the orientation at [https://www.supersaas.com/schedule/SFO\\_ITT/Orientation](https://www.supersaas.com/schedule/SFO_ITT/Orientation). After having attended Mandatory Orientation, completed applications may be submitted by appointment to GTU or mailed to:

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P.O. Box 8097  
San Francisco, CA 94128