

**LA/ONTARIO INTERNATIONAL AIRPORT
INSTRUCTIONS FOR EXECUTING LICENSE AGREEMENTS
CHARTER PARTY CARRIER (TCP)**

Execute and return **two** original copies of the enclosed agreement following the instructions below. A fully executed copy will be returned to you after execution by the Department's Executive Director.

Company Name

1. Company name must be printed in the blank spaces of the agreement indicated below:
 - a. Page 1 – Heading
 - b. Page 1 – First Paragraph
 - c. Page 15 – Notice (address required, **P.O. Boxes not accepted**)
 - d. Page 16 – Signature page

2. When providing the company name, specify the full corporate or partnership name followed by any fictitious business name used, if there is one, exactly as it is published in your fictitious business statement.

Example: Airport Corporation **dba** Rapid Express

Date

*Leave the dates on page 1 **blank**. The dates will be added by Los Angeles World Airports when it executes the document.*

Signature Page

1. For Corporations
 - a. This Agreement requires the signature of **two** officers of your corporation to be valid.
 - b. The *right signature block* must be signed by any one of the following: Chairman of the Board, President, or Vice President.
 - c. The *left signature block* is designed to be executed by the Secretary. If other than the Secretary signs, it must be executed by one of the following corporate officers: Any Assistant Secretary, Chief Financial Officer, or Assistant Treasurer.

2. For Partnerships

Two partners must sign the Agreement. The second signature should be placed in the space marked for "Secretary". (Line out the word "Secretary").

3. For Sole Proprietorships

The full name of the individual should be used.

Child Support Ordinance

Complete all sections on page 17.

NOTE: ALL PAGES OF THESE AGREEMENTS MUST BE LEFT INTACT INCLUDING THE EXHIBITS