



**RIGHT OF WAY USE LICENSE APPLICATION
SHARED ACTIVE TRANSPORTATION VEHICLES (SATVs)**

For Engineering Division Office Use Only:

SATV LICENSE # _____ DATE ISSUED/EFFECTIVE DATE _____

Date: _____ Proposed Number of SATVs: _____

License Type: New Renewal Current SATV License # _____

Name of SATV Operator: _____

Name of Applicant: _____

Address of Operator: _____

If Different, Address for Billing Purposes: _____

URL and Name of Operator App: _____

Applicant Signature: _____

By signing the application, the applicant and operator agree to the terms and conditions of the license.

Applicant E-Mail: _____

City of Tempe Sales Privilege License Number: _____ Phone #: _____

Checklist for the requirements:

1. Completed right-of-way use license application;
2. Insurance documentation;
3. Indemnify form;
4. Proof of indemnification language in user agreement;
5. Images and description of shared active transportation vehicles;
6. Operations and Parking Education Plan. The Operations and Park Education Plan shall be reviewed and approved by the City prior to issuance of the license.
7. Data sharing API(s). Data sharing API's shall be reviewed and approved by the City to determine license compliance prior to issuance of the license.
8. Application Fee: \$8,814.86*. Check made payable to City of Tempe (Check will only be cashed if a license is issued). *Note: Operator will be invoiced a license Enforcement Fee of \$1.18* per SATV per day at the end of each month for the maximum number of SATVs staged in the City of Tempe during any 24-hour period during the previous month. *Yearly fees subject to annual CPI index*

Email Application to the Program Administrator: Chase Walman, chase_walman@tempe.gov

All licenses expire one year after the effective date. Any questions related to the license and/or this license application should be directed to:

- Transportation Planning (Fees, Insurance, and License): (480) 350-4311
- Tempe Tax and License (Sales Privilege Tax): (480) 350-2955