

Date February 9, 2015

PUBLIC HEARING UPON APPLICATION OF
CHAUFFEURS OF DISTINCTION, LLC
FOR CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY
TO OPERATE A LIMOUSINE SERVICE IN THE CITY OF DES MOINES

WHEREAS, Section 126-62 of the Municipal Code of the City of Des Moines, Iowa, forbids the operation of a limousine as defined under the limousine subchapter of the municipal code (Article IV of Chapter 126) as a vehicle for hire upon the streets of Des Moines without obtaining a certificate of public convenience and necessity; and

WHEREAS, Chauffeurs of Distinction, LLC, 940 S 11th Street, Adel, Iowa, has filed an application requesting permission of the City Council to operate a limousine service in the City of Des Moines, with a total of six vehicles; and

WHEREAS, pursuant to Section 126-64 on January 26, 2015, by Roll Call No. 15-0110, the City Council has fixed this date as the time and place for a public hearing on the matter of the application; and

WHEREAS, Section 126-65(a) provides if this Council finds at the conclusion of such public hearing that limousine, or further limousine, service in the City of Des Moines, or between any point or points in the City and elsewhere, is required by the public convenience and necessity and the applicant is fit, willing, and able to perform such public transportation and to conform to the provisions of the subchapter, then the Council shall direct the City Traffic Engineer to issue a certificate stating the name and address of the applicant, the number of vehicles authorized under said certificate and the date of issuance; otherwise the section provides the application shall be denied; and

WHEREAS, Section 126-65(b) provides that in making the findings of subsection (a) of said section, this Council shall take into consideration the number of limousines already in operation, whether existing transportation is adequate to meet the public need, the probable effect of increased service on local traffic conditions, and the character, experience, and responsibility of the applicant;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Moines, Iowa:

That the hearing is hereby closed and the application is granted or denied, as the case may be, as set out in the next paragraph.

Date February 9, 2015

Alternative One: That the application for a certificate of public convenience and necessity to operate a limousine service be approved and hereby granted and the City Traffic Engineer is directed to issue a certificate stating the name and address of the applicant, the number of vehicles authorized under the certificate, and the date of issuance, it being the finding of this City Council of the City of Des Moines that such service is required by the public convenience and necessity and that the applicant, Chauffeurs of Distinction, LLC, is fit, willing, and able to perform such public transportation and to conform to the provisions of the subchapter, all as shown by the evidence brought forth at the public hearing;

or

Alternative Two: That the application for a certificate of public convenience and necessity to operate a limousine service be hereby denied it being the finding of this City Council of the City of Des Moines that such service is not required by the public convenience and necessity, and/or that the applicant is unfit to perform such public transportation and unable to conform to the provisions of the subchapter, all as shown by the evidence brought forth at the public hearing.

★ Roll Call Number

Agenda Item Number

51

Date February 9, 2015

BE IT FURTHER RESOLVED that upon adoption of Alternative One (to grant the certificate), the City Traffic Engineer is hereby directed to issue a certificate to Chauffeurs of Distinction, LLC, stating the name and address of the applicant, the number of vehicles authorized under said certificate, as set out in the application, and the date of issuance.

(Council Communication Number 15-050 Attached)

MOVED BY _____ to adopt.

APPROVED AS TO FORM:

K. Massier

Katharine Massier
Assistant City Attorney

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
COLEMAN				
GATTO				
GRAY				
HENSLEY				
MAHAFFEY				
MOORE				
TOTAL				
MOTION CARRIED		APPROVED		

CERTIFICATE

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

Mayor

City Clerk

Limousine Company Application-

January 08,
2015

STATEMENT: I Michael R. Berry, Traffic Facilities Administrator with the City of Des Moines Engineering Department, Traffic & Transportation Division, certify that I have prepared the preceding "Limousine Company Application Checklist." The attached documents that have had information blocked out, if any, have had that information removed for identity theft protection of the applicant and others referenced by the applicant and to protect confidential records under Iowa Code Chapter 22. The original documents are on file in the City Traffic Engineers Office and the entire document(s) may be reviewed by anyone with the right to know, under provisions of Iowa Code Chapter 22.

CHAUFFEURS
OF
DISTINCTION,
LLC

Michael R. Berry

Michael R. Berry, Traffic Facilities Administrator, City of Des Moines

dated: *January 8*, 2015

VERIFICATION

[for use by a limited liability company]

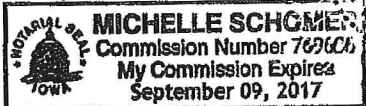
Signature of LLC Manager: *Grace Pettit*

STATE OF IOWA)
) ss:
COUNTY OF _____)

On this 31st day of December, 2014, before me, a notary public, personally
appeared Timothy & Grace Pettit, who first being by me duly sworn, states that
[Printed/typed name of LLC manager]

he/she is a manager of Chauffeurs of Distinction, and that the foregoing
[Printed/typed name of company]

Application for Certificate of Public Convenience and Necessity was signed on behalf of said
limited liability company with authority, and he/she affirms that the information in the
Application for Certificate of Public Convenience and Necessity is true and correct.

Michelle Schomer
Notary Public in the State of Iowa




Limousine Company Application Checklist

Applicant: Chauffeurs of Distinction

Marked block w/ initials indicates that the applicant has provided documentation meeting or exceeding the requirements of the Municipal Code of the City of Des Moines.

Sec. 126-62.5. Requirements for limousine service.

Each company filing an application for a limousine certificate shall meet the following minimum requirements:

- ☒ (1) Maintain a central place of business in a location properly zoned for that business and have a telephone so that any individual may request the services of the limousine company. The business shall have a listed telephone number. If vehicle maintenance and storage is provided separately from the central office, then the vehicle maintenance/storage area must also be in a location properly zoned for such activity.
- 515 993-1996 940 S. 11th Adel, IA 1825 Industrial Cir. WDM, IA
- ☐ (2) Provide transportation of passengers in a motor vehicle from or to any point in the city only on a prearranged basis, for a minimum of one hour at an hourly rate as provided in this article. For contracted limousine service the minimum trip rate and prearranged time restriction do not apply. For limousine service which is booked at least 24 hours in advance, the minimum trip rate does not apply.
- Requirement
- ☒ (3) Meet all applicable zoning ordinance regulations. Zoning statements attached

Sec. 126-63. Application for certificate of public convenience and necessity.

Any person seeking a certificate shall file an application with the traffic engineer. The application shall be signed by the applicant or by an officer of the applicant and verified under oath and shall contain the following information:

- ☒ (1) The name, address and age of the applicant. If the applicant is a corporation, its name, the address of its principal place of business, and the name and address of its registered agent. If the applicant is a partnership, its name, the names of general and limited partners and the address of its principal place of business. If the place of business is outside the corporate limits of the city, the applicant shall provide a statement from the governing jurisdiction that the business complies with the appropriate zoning regulations, except that any person lawfully operating a limousine service
- Legal Age
- Timothy Grace Pettit

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at the time of adoption of this article shall not be required to provide such a statement.

- ☒ (2) The financial status of the applicant, including the amounts of all unpaid judgments against the applicant and the nature of the transaction or acts giving rise to the judgments. If the applicant is a firm, partnership, corporation or any other type of business entity which has been organized for less than five years, prior to the date of application, this information shall be provided for each of the shareholders, partners, officers, or other investors of the business entity. The federal tax identification number (or social security number for an individual) and state sales tax permit number shall also be provided. *47-2220925 FEIN 125014366 STATE*
- ☒ (3) The experience of the applicant in the transportation of passengers including a statement of any state or municipality where the applicant has ever been licensed to operate a taxicab or limousine service, whether such license was ever suspended or revoked and the reasons for suspension or revocation, and whether an application for a license or a renewal of a license was denied and the reasons for denial. *+ 20 yrs exp.*
- ☒ (4) Any facts which the applicant believes tend to prove that public convenience and necessity requires the granting of a certificate. *enclosed*
- ☒ (5) The number of vehicles to be operated or controlled by the applicant. *Six (6)*
- ☒ (6) The location of proposed vehicle storage. *1825 Industrial Cir. WDM, IA*
- ☒ (7) A statement of the condition of the vehicles to be operated including the age and type of each vehicle, and the date on which the vehicle passed its most recent safety inspection, if any. *ind. excellent condition*
- pg 2 #3*
☒ (8) A statement as to whether the applicant has, within the ten years immediately preceding the date of application, been convicted of, pled guilty to or stipulated to the facts of violating any criminal statute or ordinance, including traffic laws and municipal ordinances. If the applicant has been convicted, a statement as to the date and place of conviction, the nature of the offense and the punishment imposed.
- ☒ (9) The number of vehicles proposed for operation during periods of maximum demand and during periods of least demand. *2 min - 6 max*
- ☒ (10) Where the applicant will operate its central place of business. *940 S. 11th St. Adel, IA*
- ☒ (11) The color scheme or insignia, if used, to designate the vehicles of the applicant.
- ☒ (12) Such further information as the traffic engineer may require of each applicant. *attached*

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☐ Sec. 126-63.5. Investigation of applicant.

The police department shall review each applicant's arrest and traffic records and report the results of the investigation to the city council. Where the applicant is a corporation, the corporate officers' records shall be investigated; where a partnership, each partner's records shall be investigated.

☐ Sec. 126-66. Liability insurance required.

- (a) A certificate shall not be issued or continued in effect unless and until the owner of the limousine business furnishes to the traffic engineer for filing with the city clerk an insurance policy or certificate of insurance issued by an insurance company licensed to do business in the state, providing commercial general liability and automobile liability insurance coverage, or the equivalent thereof, for the limousine business with minimum limits of liability equal to any applicable limits required by the Code of Iowa, the United States Code, and/or interstate commerce commission regulation, whichever is greater. The above coverages and limits shall extend to the following on a per occurrence basis: The injury or death of any one person; the injury or death of any number of persons in one accident; damage to property in the care, custody and control of the insured but excluding property of the insured; the bodily injury or death of others resulting from negligent acts of the insured while involved in the furtherance of the limousine business.
- (b) The certificate of insurance referred to in this section shall provide that the insurance policy or policies have been endorsed to provide 30 days advance written notice of cancellation, non-renewal, reduction in insurance coverage or limits and ten days written notice for nonpayment by registered mail to the traffic engineer.
- (c) The cancellation or other termination of any required insurance policy shall automatically revoke and terminate the certificate and all licenses issued for the limousine business and the vehicles covered by such insurance policy(ies), unless another policy(ies), complying with this section, shall be provided and in effect at the time of such cancellation or termination. The traffic engineer shall immediately issue written notification of the revocation of said certificate and all licenses for the limousine business and the vehicles covered by such insurance which is cancelled or terminated and shall file a copy of such notice with the city council.

☐ Sec. 126-82. Booking sheets.

- (a) Each holder shall maintain a daily booking sheet upon which are recorded all charters booked by the company each day, showing the date and time the

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charter was booked, the date and time of the service, place of origin and destination, number of passengers, and the amount of fare. Upon request by any law enforcement officer or any city police cadet, any driver shall present the booking sheet, or a copy thereof, showing the name(s) of the passenger(s) being picked up, and if at the airport, the flight number of the arriving passenger(s).

- (b) Each holder shall retain and preserve all booking sheets in a safe place for at least one month following the date of the making of the record. Booking sheets shall be available to the chief of police or the traffic engineer.
- (c) Each holder shall submit to the traffic engineer a report by January 30 of each year summarizing the activity of the previous year. The report shall contain information on number and types of complaints received including specific information on any discrimination complaints; number of passengers carried; number of trips per vehicle; age, mileage and general condition of each vehicle; tenure and turnover of drivers' and other information as required by the traffic engineer.



Sec. 126-62. Certificate of public convenience and necessity required.

Any person owning, operating or controlling a limousine as a vehicle for hire upon the streets of the city or picking up any passenger for a fare within the corporate limits of the city, shall first obtain a certificate and the required annual limousine license from the traffic engineer. The following motor vehicles are excluded from the requirements of this article:

- (1) Motor vehicles owned and operated by hotels, motels and other boarding places, used for the purpose of transporting patrons, without fee or charge, between said hotel, motel or boarding place and the local station of a common carrier.
- (2) Ambulances and other emergency vehicles.
- (3) Funeral hearses.
- (4) Metropolitan Transit Authority buses or other commercial vehicles designed to transport 16 or more persons, including the driver, duly licensed by the state.



Sec. 126-70. Limousine driver's license required.

Every person who operates a limousine for hire upon the streets of the city shall first obtain and shall properly display a limousine driver's license.



Sec. 126-72. Designation.

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Each limousine may bear on the outside of the door or on the side glass on each side the name of the company and, in addition, may bear an identifying design. If an identifying name or design is used, the markings shall be painted or affixed by decal in letters or figures at least 1 1/2 inches in height. Any licensed vehicle shall not have a color scheme, identifying design, monogram, or insignia that will conflict with or imitate any existing limousine or any official or emergency vehicle color scheme, identifying design, monogram or insignia in a manner that will mislead or deceive or defraud the public.

Sec. 126-81. Limousine service.

Limousine service may be undertaken by the holder of a certificate subject to the following conditions:

- ☐ (1) No limousine service shall be booked less than one hour prior to the service, except for contracted limousine service under a written contract or agreement on file with the traffic engineer.
- ☐ (2) The holder shall maintain a central place of business in a location properly zoned for that business.
- ☐ (3) If vehicle maintenance and storage is provided separately from the central office, then the vehicle maintenance/storage area must also be in a location properly zoned for such activity.
- ☐ (4) The holder shall have a listed telephone number.
- ☐ (5) The service must be booked at a scheduled rate on file with the traffic engineer for a minimum of one hour, even if the trip requires less than one hour, except for contracted limousine service under a written contract or agreement on file with the traffic engineer.

Definitions

Airport means the Des Moines International Airport located in southwest Des Moines on Fleur Drive between McKinley Avenue and Army Post Road.

Aviation director means the director of the airport or an authorized representative.

Booking means an agreement between a limousine company and a passenger, or group of passengers, for limousine service at a specified time not less than one hour after the acceptance of such agreement.

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Booking sheet means a record prepared by a limousine company of all charters booked by the company showing the date and time the charter was booked, the date and time of the service, place of origin and destination, number of passengers, and the amount of fare. If service is provided at the airport, the booking sheet shall also include the name(s) of the passenger(s) being picked up and the flight number of the arriving passenger(s).

Certificate means a certificate of public convenience and necessity issued by the city council authorizing the holder to conduct a limousine service in the city.

City clerk means the city clerk or an authorized representative.

Contracted limousine service means a written agreement or contract with a business, for a period of not less than 180 days duration, for limousine service.

Finance director means the finance director of the city or an authorized representative.

Holder means a person to whom a certificate of public convenience and necessity has been issued.

Limousine means a motor vehicle engaged in the transportation of passengers for hire in limousine service.

Limousine license means the license granted annually to a person who holds a certificate to conduct a limousine service in the city.

Limousine service means transportation of passengers in a motor vehicle from or to any point in the city on a prearranged basis, for a minimum of one hour at an hourly rate.

Rate card means a card issued by the holder which contains the rates of fare then in force.

Solicit means to invite another, either by word or deed, to be a passenger in a vehicle for hire. Such deeds may include, but are not limited to, parking in any area where prospective passengers might be found without a booking sheet listing a specific passenger to be picked up.

Traffic Engineer means the city traffic engineer of the city or an authorized representative.

CITY OF DES MOINES
Office of
TRAFFIC AND TRANSPORTATION

TO: SPO Mike West, Traffic Unit
DM Police Department

DATE: January 8, 2015

FROM: Mike Berry **SUBJECT:** Transmittal of Request for a Certificate of Public
Eng. Dept. – Necessity to Operate a Limousine Co. – for DMPD
Traffic Div. Review;
Mr. Timothy Pettit & Ms. Grace Pettit

Mike,

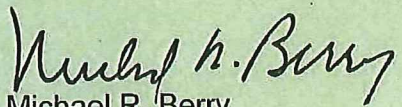
Attached, you will find the information that I have been provided by the applicants, Timothy & Grace Pettit co-business partners that are applying for a Certificate of Public Necessity to operate a Limousine Company.

Under §126-70.3 the Police Department has a requirement to investigate the criminal and drivers records of an applicant, when applying for a license to operate as a Para-Transit company, in the City of Des Moines.

Please see the attached documents. The company to be licensed as a Limousine operation is called Chauffeurs of Distinction, LLC.

The applicant has provided all of the required documents per ordinance requirements. The intent is to submit this request for the City Council meeting on the 26th of January, with Council setting the hearing date for the following City Council date of February 9th.

If you have any questions or further comments regarding this matter, please feel free to contact me. Thanks.


Michael R. Berry
Traffic Facilities Administrator

Encl.



SMARTER | SIMPLER | CUSTOMER DRIVEN

www.iowadot.gov

Office of Driver Services

PO Box 9204 | Des Moines, IA 50306-9204

Phone: 515-244-8124 | 800-632-1121 | Fax: 515-239-1837

www.iowadot.gov

Certified Abstract of Driving Record

Inquiry Date:	12/31/2014	DL/ID #:	[REDACTED] (IA)	Customer #:	1862247
Name:	Pettit, Grace Dawan	Class:	D	ID Status:	None
Address:	940 S 11TH ST	Audit #:	8550850	DL Status:	VAL
City/State:	ADEL, IA 500032061	Issue Date:	10/21/2014	CDL Status:	None
		Expiration Date:	10/01/2018	CDL Cert Status:	None
		Endorsements:	3	CDL Med Status:	None
Mailing Address:	940 S 11TH ST	Restrictions:	NONE	Restriction Supplement:	None
Mailing City/State:	ADEL, IA 500032061	Date of Birth:	[REDACTED] 1961		
		Sex:	F		

History Information

CLEAR DRIVING RECORD

Name: Pettit, Grace Dawan **DL/ID:** [REDACTED]

Pursuant to Iowa Code §321.10, I, Kim Shook, Director of Office of Driver Services, Iowa Department of Transportation, do hereby certify that I am the custodian of the records held by the Office of Driver Services, that this is a true and accurate copy of an official record currently in the custody of said office, and that I have been authorized by the Director of the Iowa Department of Transportation to so certify.

In witness whereof, I have caused my signature and the seal of the Department to be set upon this document, at Ankeny, Iowa this date:



12/31/2014

Kim Shook

Office of Driver Services
Iowa Department of Transportation

Name: Pettit, Grace Dawan **DL/ID:** 774YY2670



State of Iowa
Division of Criminal Investigation
215 E. 7th Street
Des Moines, Iowa 50319
Phone: 515/725-6066 Fax: 515/725-6080



Iowa Criminal History Record Check
Walk-In Request

Your name:	Timothy J. Pettit
Address:	940 South 11 th St.
City/State/Zip:	Adel, Iowa 50003
Phone #:	515-326-0330

Fill in all shaded areas.

Requesting an Iowa criminal history record check on:

Last Name <i>Apellido</i> (mandatory)	First Name <i>Primer Nombre</i> (mandatory)	Middle Name <i>Segundo Nombre</i> (recommended)
Pettit	Timothy	Joseph
Date of Birth <i>Fecha Nacimiento</i> (mandatory)	Gender <i>Genero</i> (mandatory)	Social Security Number (recommended)
[Redacted] 1965	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	[Redacted]
Waiver Signature <i>Firma</i> (If the request is on yourself, please sign. If the request is on someone else, write N/A.)		
[Signature]		

Results

DCI USE ONLY

As of 11/25/14, a name and date of birth check revealed:

☒ No record found

☐ Record attached DCI # _____

DCI initials AC

STATE OF IOWA
D.P.C.
2014 NOV 25 PM 12:56

Receipt

Number of requests 1 x \$15.00 per last name = Total amount \$ 15.00

Method of payment: _____ cash _____ money order _____ check # 7077 MasterCard or Visa
(Last 4 digits)

Cardholder's name TIMOTHY PETTIT

DCI initials AC

Credit Card # _____ Exp. Date 11/17



www.iowadot.gov

Office of Driver Services
PO Box 9204 | Des Moines, IA 50306-9204
Phone: 515-244-9124 | 800-532-1121 | Fax: 515-228-1837
www.iowadot.gov

Certified Abstract of Driving Record

Inquiry Date:	11/26/2014	DL/ID #:	[REDACTED]	Customer #:	1862246
Name:	Pettit, Timothy Joseph	Class:	D	ID Status:	None
Address:	940 S 11TH ST	Audit #:	8083979	DL Status:	VAL
		Issue Date:	05/20/2014	CDL Status:	None
City/State:	ADEL, IA 500032061	Expiration Date:	02/15/2018	CDL Cert Status:	None
		Endorsements:	3L	CDL Med Status:	None
Mailing Address:	940 S 11TH ST	Restrictions:	NONE	Restriction Supplement:	None
		Date of Birth:	[REDACTED] 965		
Mailing City/State:	ADEL, IA 500032061	Sex:	M		

History Information

CLEAR DRIVING RECORD

Name: Pettit, Timothy Joseph **DL/ID:** [REDACTED]

Pursuant to Iowa Code §321.10, I, Kim Snook, Director of Office of Driver Services, Iowa Department of Transportation, do hereby certify that I am the custodian of the records held by the Office of Driver Services, that this is a true and accurate copy of an official record currently in the custody of said office, and that I have been authorized by the Director of the Iowa Department of Transportation to so certify.

In witness whereof, I have caused my signature and the seal of the Department to be set upon this document, at Ankeny, Iowa this date:



11/26/2014

Office of Driver Services
Iowa Department of Transportation

Name: Pettit, Timothy Joseph **DL/ID:** 823ZZ2263

December 31, 2014

Mr. Michael R. Berry, Traffic Facilities Administrator
City of Des Moines Traffic & Transportation Division
City Hall, 400 Robert D. Ray Dr.
Des Moines, IA 50309

Dear Mr. Berry,

Subject: Limousine Company Application for Chauffeurs of Distinction

Our company respectfully requests the issuance of a limousine certificate from the city of Des Moines. The certificate will allow us to transport clients in our company owned vehicles to and from events within the city limits of Des Moines. We are specifically making this request as it relates to our chauffeur services. In accordance with the requirements of the municipal code of the city of Des Moines, please find included with this letter the required documentation. Please note that our limousine management services are not applicable to the requirements of this certificate, since they are for privately owned limousines.

Sec. 126-62.5. Requirements for limousine service


1. Our central place of business is located at 940 S. 11th Street, Adel, Iowa. An amendment to the declaration of restrictive covenants for our lot was recently changed to allow "trade or business may be conducted on said lot or dwelling as long as said trade or business complies with the City of Adel's governing laws, rules, and regulations." Please see Exhibits A and D.

We have a business telephone number that is listed through CenturyLink: (515) 993-1996 (will be installed on January 6th). This number is also listed on our company's website: www.chauffeursofdistinction.com. Please see Exhibit B.

In addition to our central place of business at 940 S. 11th Street, Adel, Iowa, we utilize a storage facility that is owned by Tucker Anderson LLP, located at 1825 Industrial Circle, West Moines, Iowa. The vehicle maintenance/storage area complies with the appropriate zoning regulations. Please see Exhibit C.

2. Our business practice is to receive bookings at least 24 hours in advance. In the event we do receive a late reservation (less than 24 hours in advance), we: (a) would not book less than one hour prior to the service; and (b) would book at the scheduled rate on file with the traffic engineer for a minimum of one hour, even if the trip requires less than one hour.
3. Our central place of business and maintenance/storage area meet all applicable ordinance regulations. Please see Exhibits A, C, and D.

Sec. 126-63. Application for certificate of public convenience and necessity

1. Applicant: Is an LLC partnership, Chauffeurs of Distinction. Co-Operating Manager Timothy Pettit; Co-Operating Manager Grace Pettit; address of our principal place of business is 940 S. 11th Street, Adel, Iowa. For a statement from the city of Adel indicating that our business complies with the appropriate zoning regulations, please refer to Exhibit D.
2. Financial Status: There are no judgments against the company or co-operating managers.
Chauffeurs of Distinction:
 - a. federal tax identification number: 47-2220925
 - b. state sales tax permit number: 125014366
3. Timothy Pettit is a retired police officer from the city of Urbandale, with 20 years of experience. Timothy has spent the last five months operating a limousine for NPI Limo Service LLC. Timothy currently holds a city of Des Moines limousine drivers license (4254). Grace Pettit has past experience driving a passenger van for DART (f.k.a. MTA) Rideshare program, driving to and from downtown Des Moines and western Dallas county. Grace has an application pending for a city of Des Moines limousine drivers license. Neither Tim nor Grace have ever had such license suspended, revoked, or denied application.
4. We have customers we have been transporting to functions primarily in the western suburbs, and would like to also offer them transportation to businesses within the city limits of Des Moines. We also have received requests to transport customers to and from the Des Moines International airport, but have had to decline those requests.
5. Chauffeurs of Distinction currently owns two vehicles.
6. Storage locations at 940 S. 11th Street, Adel, Iowa and 1825 Industrial Circle, West Des Moines, Iowa.
7. 2006 Lincoln Town Car Signature Ltd-excellent condition; 2004 Lincoln Executive Five Door Limousine-excellent condition.
8. Neither Timothy Pettit nor Grace Pettit have ever been convicted of, pled guilty to nor stipulated to the facts of violating any criminal statute or ordinance, including traffic laws and municipal ordinances.
9.  ~~Two~~ ^{Six} vehicles proposed for operation during periods of both maximum and minimum demand.
10. Operation of our central place of business is 940 S. 11th Street, Adel, Iowa.
11. No insignia or color scheme to designate vehicles.

Sec. 126-66. Liability insurance required. Please see Exhibit E for a copy of our commercial general liability and automobile liability insurance coverage. Our limousine will be added to this policy after the first of the year, and we'll provide you with an updated copy once it is added).

Sec. 126-82. Booking sheets. Please see Exhibit F for an example of the daily booking sheet.

Sec. 126-70. Limousine driver's license required. Timothy Pettit currently holds a city of Des Moines limousine drivers license (4254). Grace Pettit has an application pending for a city of Des Moines limousine drivers licens.

Sec. 126-72. Designation. We do not have an insignia or color scheme to designate vehicles.

Sec. 126-81. Limousine service.

1. Our business practice is to receive bookings at least 24 hours in advance. In the event we do receive a late reservation, we would not book less than one hour prior to the service.
2. Our central place of business is located at 940 S. 11th Street, Adel, Iowa. An amendment to the declaration of restrictive covenants for our lot was recently changed to allow "trade or business may be conducted on said lot or dwelling as long as said trade or business complies with the City of Adel's governing laws, rules, and regulations." Please see Exhibits A and D.
3. In addition to our central place of business at 940 S. 11th Street, Adel, Iowa, we utilize a storage facility that is owned by Tucker Anderson LLP, located at 1825 Industrial Circle, West Moines, Iowa. The vehicle maintenance/storage area complies with the appropriate zoning regulations. Please see Exhibit C.
4. We have a business telephone number that is listed through CenturyLink: (515) 993-1996 (will be installed on January 6th). This number is also listed on our company's website: www.chauffeursofdistinction.com. Please see Exhibit B.
5. We will book at the scheduled rate on file with the traffic engineer for a minimum of one hour, even if the trip requires less than one hour.

We appreciate the opportunity to provide our clients with the ability to utilize our services to attend events within the city limits of Des Moines.

Declaration of Applicant: I declare under penalty of perjury and pursuant to the laws of the State of Iowa that the forgoing information contained in the Limousine Company Application is true and correct.

X Grace Pettit
Grace Pettit
Co-Operating Manager, Chauffeurs of Distinction

X Timothy Pettit
Timothy Pettit
Co-Operating Manager, Chauffeurs of Distinction

Subscribed and sworn to before me by Deena K. Sammler
this 31 day of December, 2014.



December 31, 2014

Mr. Michael R. Berry, Traffic Facilities Administrator
City of Des Moines Traffic & Transportation Division
City Hall, 400 Robert D. Ray Dr.
Des Moines, IA 50309

Dear Mr. Berry,

Subject: Trip Rates for Chauffeurs of Distinction

Pursuant to the requirements of Des Moines city ordinance Section 126-73, please accept this letter as our notification to you regarding our company trip rates.

Sec. 126-73. Trip rates.

1. Our business practice is to receive bookings at least 24 hours in advance. In the event we do receive a late reservation (less than 24 hours in advance), we: (a) would not book less than one hour prior to the service; and (b) would book at the following rate for a minimum of one hour, even if the trip requires less than one hour. The hourly rate for the:
 - a. 2004 Lincoln Executive five door limousine: \$125.00
 - b. 2006 Lincoln Town Car Signature Ltd: \$65.00
2. The minimum and maximum hourly rate for each of our licensed vehicles is as follows, for the:
 - a. 2004 Lincoln Executive five door limousine: \$65.00 to \$140.00
 - b. 2006 Lincoln Town Car Signature Ltd: \$35.00 to \$85.00

Our application as a limousine company with the City of Des Moines is pending, and requires this information to be on file with you. Please let me know if you require any additional information.

Sincerely,



Grace Pettit
Co-Operating Manager, Chauffeurs of Distinction

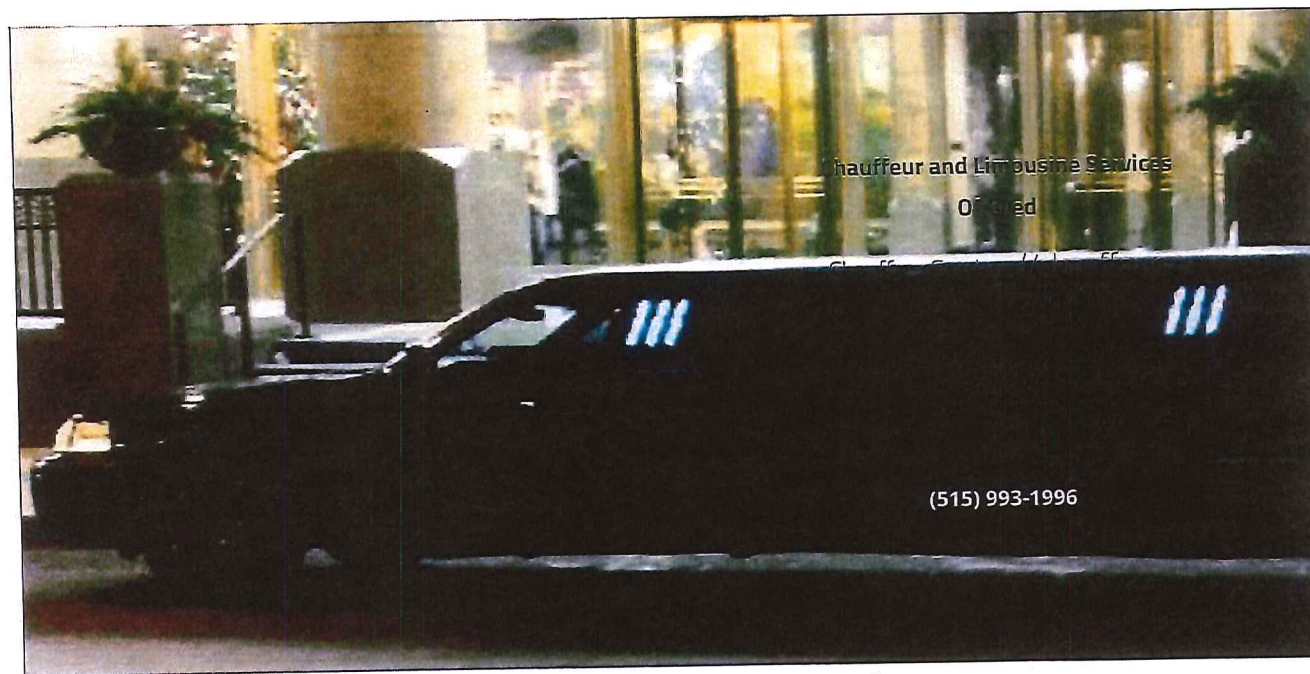
(515) 993-1996

(mailto:contact4cod@gmail.com)

[Home \(/\)](#) [Chauffeur Services \(/chauffeur-services.html\)](#)

Chauffeurs of Distinction (/)

[Limousine Management \(/limousine-management.html\)](#)



We are a company located in central Iowa
covering the Des Moines metro area
and all of central Iowa

Exhibit A, page 1

AMENDMENT TO DECLARATION OF RESTRICTIVE COVENANTS

This amendment made this _____ day of _____, 2014 by Bartholomew A. Banwart and Leslie A. Banwart, husband and wife; Timothy J. Pettit and Grace D. Pettit, husband and wife; and David Eugene Sutton and Sherlyn Sutton, husband and wife, hereinafter "Lot Owners".

RECITALS:

1. Lot Owners are the owners of real estate legally known as Lots 1, 2, and 3 of Sundance Valley Plat Three (3) a subdivision located within the City of Adel, Dallas County, Iowa.
2. A Declaration of Restrictive Covenants was placed on the above-described property, said Covenants dated May 14, 2002 and recorded in Book 2002 Page 6564 of the Dallas County, Iowa record.
3. Pursuant to Article IV of the Declaration of Restrictive Covenants, the Lot Owners desire to amend a provision in said covenants, and by Lot Owners' signatures hereto they unanimously agree to said change.

NOW THEREFORE, the Lot Owners amend the Declaration of Restrictive Covenants dated May 14, 2002 as follows:

1. ARTICLE II(3) entitled Use of Dwelling shall be deleted in its entirety and replaced with the following paragraph:

3. USE OF DWELLING. Only one single family dwelling may be constructed on any one lot. Each dwelling shall be used primarily for single family residential purposes. Trade or business may be conducted on said lot or dwelling as long as said trade or business complies with the City of Adel's governing laws, rules, and regulations.

2. The remainder of the Declaration of Restrictive Covenants dated May 14, 2002 shall remain in effect as originally stated.

Exhibit A, page 2

Bartholomew A. Banwart

Leslie A. Banwart

STATE OF IOWA)
)ss:
COUNTY OF _____)

Subscribed and sworn to before me by Bartholomew
A. Banwart this ____ day of _____,
_____, 2014.

Notary Public in and for the State of Iowa

STATE OF IOWA)
)ss:
COUNTY OF _____)

Subscribed and sworn to before me by Leslie A.
Banwart this ____ day of _____,
_____, 2014.

Notary Public in and for the State of Iowa

Timothy J. Pettit

Grace D. Pettit

STATE OF IOWA)
)ss:
COUNTY OF _____)

Subscribed and sworn to before me by Timothy J.
Pettit this ____ day of _____, 2014.

Notary Public in and for the State of Iowa

STATE OF IOWA)
)ss:
COUNTY OF _____)

Subscribed and sworn to before me by Grace D.
Pettit this ____ day of _____, 2014.

Notary Public in and for the State of Iowa

David Eugene Sutton

Sherlyn Sutton

STATE OF IOWA)
)ss:
COUNTY OF _____)

Subscribed and sworn to before me by David Eugene
Sutton this ____ day of _____, 2014.

Notary Public in and for the State of Iowa

STATE OF IOWA)
)ss:
COUNTY OF _____)

Subscribed and sworn to before me by Sherlyn
Sutton this ____ day of _____, 2014.

Notary Public in and for the State of Iowa

Exhibit B, page 1

(515) 993-1996

(mailto:contact4cod@)

Chauffeurs of Distinction (/)

Home (/) Chauffeur Services (/chauffeur-services.html)

Limousine Management (/limousine-management.html)

Chauffeur and Limousine Services Offered

Chauffeur Services (/chauffeur-services.html)

Limousine Management
(for privately owned limos)
(/limousine-management.html)

Not applicable
for purposes
of application

(515) 993-1996

We are a company located in central Iowa
covering the Des Moines metro area
and all of central Iowa



Exhibit B, page 2

(515) 993-1996

(mailto:contact4cod@

[Home \(/\)](#) [Chauffeur Services \(/chauffeur-services.html\)](#)

Chauffeurs of Distinction (/)

[Limousine Management \(/limousine-management.html\)](#)

Hire Chauffeurs of Distinction for your transportation needs. Our chauffeurs will transport you safely to and from your event or function. You will find our exceptional services are especially appreciated for transporting you to and/or from places, events, and functions, whether business or social. Examples of places, events, and functions:

- airport
- concert
- sporting event
- night on the town
- birthday
- anniversary
- wine tour
- party
- business meeting
- conference
- wedding
- shopping
- prom

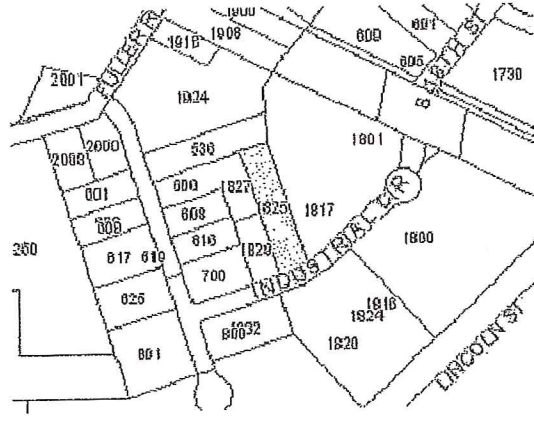
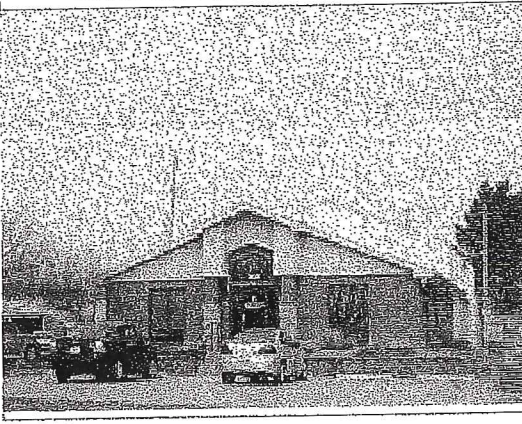
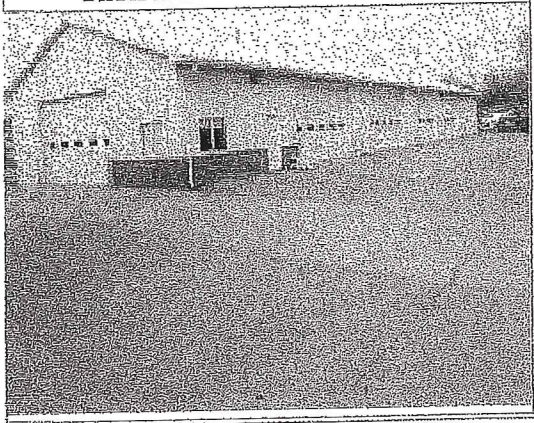
Call to book your chauffeur today. Early reservations are suggested. (515) 993-1996

[Click Here to Meet Our Chauffeurs \(/meet-our-chauffeurs.html\)](#)

[Click Here to See Our Vehicles \(/vehicles.html\)](#)

Polk County Assessor111 Court Avenue #195
Des Moines, IA 50309-0904(515) 286-3014 Fax (515) 286-3386
polkweb@assess.co.polk.ia.us

Location					
Address	1825 INDUSTRIAL CIR				
City	WEST DES MOINES	Zip	50265	Jurisdiction	West Des Moines
District/Parcel	320/04927-029-000	Geoparcels	7825-15-306-007	Status	Active
School	West Des Moines	Nbhd/Pocket	WD 11/A	TIF	Fuller Rd UR
Submarket	Western Suburbs	Appraiser	Mark Patterson, CAE, CCIM, ICA 515-286-3148		

Map and Current Photos - 2 Records	
<p>Click on parcel to get a new listing</p>  <p>Bigger Map Google Map Pictometry</p>	<p>Photo Processed on 2012-03-22 a</p> 
<p>Photo Processed on 2012-03-22 b</p> 	

Historical Photos														
<p>Ownership - 1 Record</p> <table border="1"> <thead> <tr> <th>Ownership</th> <th>Num</th> <th>Name</th> <th>Recorded</th> <th>Book/Page</th> </tr> </thead> <tbody> <tr> <td>Title Holder</td> <td>1</td> <td>TUCKER ANDERSON LLLP</td> <td>2010-10-08</td> <td>13613/588</td> </tr> </tbody> </table>					Ownership	Num	Name	Recorded	Book/Page	Title Holder	1	TUCKER ANDERSON LLLP	2010-10-08	13613/588
Ownership	Num	Name	Recorded	Book/Page										
Title Holder	1	TUCKER ANDERSON LLLP	2010-10-08	13613/588										
Legal Description and Mailing Address														

Exhibit C

LT 19 WEST GRAND INDUSTRIAL ACRES PLAT 2	TUCKER ANDERSON LLLP 6750 WESTOWN PKWY STE 115A WEST DES MOINES, IA 50266
--	---

Current Values

Type	Class	Kind	Land	Bldg	Total
2014 Value	Commercial	Full	\$56,500	\$259,500	\$316,000

Auditor Adjustments to Value

Category		Name		Information	
2013 Business Property Tax Credit		TUCKER ANDERSON		Application 639	
Zoning - 1 Record					
Zoning	Description		SF	Assessor Zoning	
GI	General Industrial District			Industrial Heavy	
City of West Des Moines Department of Community Development 515 222 3620 (2009-04-23)					
Land					
Square Feet	44,126	Acres	1.013	Topography	Blank
Vacancy	Blank	Unbuildable	Blank		
Commercial Summary					
Occupancy	Warehouse	Age, Weighted	1999	Total Story Height	1
Land Area	44,126	Gross Area	9,200	Finished Area	1,612
Unfinished Bsmt Area	0	Finished Bsmt Area	0	Number of Units	0
Primary Group	Warehouse	Percent Primary Group	84.35	Secondary Group	Office General
Percent Secondary Group	15.65	Grade, Weighted	3/Grade 3	Bldg Class, Weighted	4/Frame, Concrete Blk, Tile, Tilt Up
Condition, Weighted	NM/Normal	Ground Floor Area	9,200	Perimeter	772
Unfinished Area	7,760	Interior Finished Area	172		
Commercial Sections - 2 Records					
Commercial Section #101					
Section Multiplier	1	Occupancy	Warehouse	Exterior Wall	Brick Veneer
Roof	Gable	Roof Material	Shingle	Automatic Overhead Square Foot	80
Wiring	Adequate	Plumbing	Adequate	Total Story Height	1
Frame Type	Frame	Bldg Class	Brick Veneer	Total Section Area	3,600

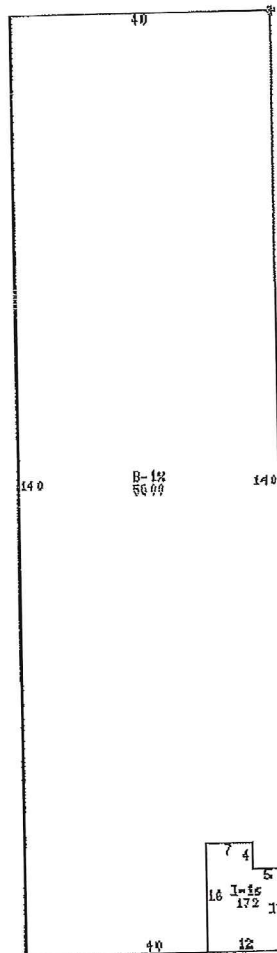
Exhibit C

Ground Floor Area	3,600	Perimeter	412	Grade	3+00
Year Built	1988	Year Remodel	2010	Condition	Normal
Comment	Sketch area I - office space				
Commercial Groups - 2 Records					
Commercial Group #101 1					
Use Code	Office General	Base Story	1	Number Stories	1
Total Group Area	1,440	Base Floor Area	1,440	Heating	Central
Air Conditioning	Yes	Exhaust System	No	Condition	Normal
Commercial Group #101 2					
Use Code	Warehouse	Base Story	1	Number Stories	1
Total Group Area	2,160	Base Floor Area	2,160	Wall Height	12
Heating	Unit	Air Conditioning	None	Grade Adjust	Plus 25
Night Deposit	No	Auto Bank System	No	Security System	No
Metal Liner Square Foot	2,160	Exhaust System	No		

Exhibit C

Commercial Groups - 2 Records					
Commercial Group #201 1					
Use Code	Warehouse	Base Story	1	Number Stories	1
Total Group Area	5,600	Base Floor Area	5,600	Wall Height	14
Heating	Unit	Air Conditioning	None	Night Deposit	No
Auto Bank System	No	Security System	No	Metal Liner Square Foot	5,600
Exhaust System	No	Condition	Normal		
Comment	LINED AND INSULATED				
Commercial Group #201 2					
Use Code	Interior Finish	Base Story	1	Number Stories	1
Total Group Area	172	Base Floor Area	172	Heating	Package
Air Conditioning	Package	Night Deposit	No	Auto Bank System	No
Security System	No	Exhaust System	No		
Comment	FRAMED IN 12/08/2000				

Exhibit C



Detached Structures - 2 Records

Detached Structure #101

Occupancy	Fence	Construction Type	Chain Link	Measurement Code	Dimensions
Lineal Feet	350	Height	6	Grade	4
Year Built	1988	Condition	Normal		

Detached Structure #201

Occupancy	Concrete Paving	Measurement Code	Square Feet	Measure 1	2,000
Grade	4	Year Built	1989	Condition	Normal

Sales - 1 Record

Seller	Buyer	Sale Date	Sale Price	Instrument	Book/Page
MILLARD, GARY	TUCKER ANDERSON, LLLP	2010-10-01	\$400,000	Deed	13613/888

Permits - 1 Record

Year	Type	Permit Status	Application	Description
2001	Permit	Complete	2000-09-12	addition/warehouse (4800 sf)

Historical Values

Exhibit C

Yr	Type	Class	Kind	Land	Bldg	Total
2013	<u>Assessment Roll</u>	Commercial	Full	\$56,500	\$259,500	\$316,000
2011	<u>Assessment Roll</u>	Commercial	Full	\$56,500	\$259,500	\$316,000
2009	<u>Assessment Roll</u>	Commercial	Full	\$56,500	\$259,500	\$316,000
2007	<u>Assessment Roll</u>	Commercial	Full	\$56,500	\$259,500	\$316,000
2005	<u>Assessment Roll</u>	Commercial	Full	\$53,500	\$252,000	\$305,500
2003	<u>Assessment Roll</u>	Commercial	Full	\$46,500	\$235,500	\$282,000
2001	<u>Assessment Roll</u>	Commercial	Full	\$44,000	\$222,000	\$266,000
1999	Assessment Roll	Commercial	Full	\$36,000	\$121,500	\$157,500
1997	Assessment Roll	Commercial	Full	\$33,530	\$112,550	\$146,080
1995	Final Value	Commercial	Full	\$26,600	\$108,900	\$135,500
1992	Final Value	Commercial	Full	\$25,330	\$95,650	\$120,980

This template was last modified on Tue May 20 11:44:12 2014.



Exhibit D

P.O Box 248 • 301 S. 10th Street • Adel, Iowa 50003

A • D • E • L
I • O • W • A

P: (515) 993.4525 • F: (515) 993.4527 • AdelIowa.org

December 29, 2014

Tim & Grace Pettit
940 South 11th Street
Adel, IA 50003

Dear Tim & Grace,

After the conversation that I had with Tim on December 29, 2014, I believe your home base business Chauffeurs of Distinction is permitted to operate within the zoning district of your residence. We have no concerns on pursuing a home occupation permit because there is no traffic or items being sold out of your place of residence. Good luck with your business.

Respectfully



Steve Nichols
Code Compliance Officer
City of Adel
Office: 515-993-4525
Cell: 515-803-7525
snichols@adeliowa.org



Exhibit E

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/04/2014 10:48 AM

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Midwest Heritage Insurance Services
3580 EP True Parkway Suite 100
West Des Moines, IA 50265

CONTACT NAME
Ringwalt & Liesche Co.PHONE
(A/C No. Ex)FAC
(A/C. No.)E-MAIL
ADDRESS

INSURED
CHAUFFEURS OF DISTINCTION LLC
PO BOX 26
ADEL, IA 50003

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A. NATIONAL INDEMNITY COMPANY OF

20060

INSURER B. MID-AMERICA

INSURER C.

INSURER D.

INSURER E.

INSURER F.

COVERAGES

CERTIFICATE NUMBER: 148,362

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INBR LTR	TYPE OF INSURANCE	ADDL INFO	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY						EACH OCCURRENCE \$
	COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
	CLAIMS-MADE	<input type="checkbox"/> OCCUR					MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
							GENERAL AGGREGATE \$
							PRODUCTS - COMP/OP AGG \$
	GEN'L AGGREGATE LIMIT APPLIES PER						\$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC.						\$
A	AUTOMOBILE AUTHORITY			75APS052974	11/24/2014 4:50 PM	11/24/2015 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	ANY AUTO						BODILY INJURY (Per Person) \$ N/A
	ALL OWNED AUTOS	<input checked="" type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$ N/A
	HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$ N/A
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR					EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$
	DED	RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATU-TORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N		N/A				OTHER
	(Mandatory in NH)	<input type="checkbox"/>					E. L. EACH ACCIDENT \$
	If yes, describe under						E. L. DISEASE - EA EMPLOYEE \$
	DESCRIPTION OF OPERATIONS below						E. L. DISEASE - POLICY LIMIT \$
							\$
							\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

When this policy is cancelled, the Company agrees to provide 30 days advance notice to the Certificate Holder.

Year, Make, Model, VIN	Collision	Comp or Spec Caus	Stated Amount	Phys. Dam. Deductible	In-Tort Limit	Cargo Limit
2006 LINCOLN TOWN CAR 1LNHM82W26Y622788	Covered	C	9,000	2500/2500	N/A	N/A

CERTIFICATE HOLDER

City of Des Moines, Engineering Department
Traffic and Transportation.
ATTN: Mike Berry
400 Robert D. Ray Drive
Des Moines, IA 50309

ACORD 25 (2010/05)

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2010 ACORD CORPORATION. All rights reserved.

M-5652 (11/2011)

The ACORD name and logo are registered marks of ACORD



CERTIFICATE OF LIABILITY INSURANCE

CHAUOFD-01

JDUPEY

DATE (MM/DD/YYYY)

12/4/2014

Exhibit E

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Midwest Heritage Insurance Services
3580 EP True Parkway, Suite 100
West Des Moines, IA 50265

CONTACT NAME: Jennifer DuPey, CIC

PHONE (A/C, No, Ext): (515) 343-5800

FAX (A/C, No): (515) 278-6536

E-MAIL ADDRESS: jdupey@mhbankins.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: LeMars Insurance Company

22586

INSURED

Chauffeurs of Distinction LLC
PO Box 26
Adel, IA 50003

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR		GLR8841349	12/03/2014	12/03/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
	OTHER:					
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	ANY AUTO ALL OWNED AUTOS HIRED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$
	DED	RETENTION \$				
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A			E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Thirty day advance notice of cancellation for any reason other than non-payment of premium to certificate holder. Ten day notice of cancellation to certificate holder for non-payment of premium

CERTIFICATE HOLDER

CANCELLATION

City of Des Moines Engineering Department
Traffic and Transportation
ATT Mike Berry
400 Robert D Ray Drive
Des Moines, IA 50309

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2014 ACORD CORPORATION. All rights reserved.

Exhibit E

NICO-Rate for Iowa

National Indemnity Company of Mid-America

Account Summary For Chauffers of Distinction LLC



Quote #: 3306514	Symbol	Coverage	Limit (\$)	Premium (\$)
Status: Pending	7	Liability	1,000,000 CSL	1,135
Policy Type: AP	10	UM - BI Only	1,000,000 CSL	195
	10	UIM - BI Only	Included	Included
	7	Medical Payments	5,000	125
	7	Physical Damage	See Specific Unit	542
		Total Ins Value	9,000	
				Total \$1,995.00

Originally Quoted: 11/29/2014 4:13 PM CST
 Quote Entered: 11/29/2014 2:23 PM CST
 Proposed Effective: 11/29/2014 12:00 AM CST
 Proposed Expiration: 11/29/2016 12:00 AM CST

Quoted By: Kevin Kraft
 Ringwalt & Liesche Co.
 3024 Harney St
 Omaha, NE 68131
 Phone - (402) 916-3390
 Fax - (402) 916-3333
 krkraft@nationalindemnity.com
 Producer:

DOT #: Unknown
 MC #: Unknown

Revision: 751A2014R05

Vehicle Information

NICO-Rate Version: 8.3.33.10

Unit	Liability	UM	UIM	Med Pay	Phys Dam	Cargo/ In-Tow	At/Lessor	Unit Sub
1 - 2006 LINCOLN (22788)	1,135	Incl.	Incl.	125	542	N/A	N/A	1,802
Comp/Coll: \$8,000	Deductible: 2,500/2,500							
Radius: Up to 100 Miles								

Exhibit F
Booking Sheet

Chauffeurs of Distinction

No: _____

Date & Time Booked: _____

Date of Trip: _____

Client Name: _____

Client Cell #: _____

Passengers: _____ For airport trip, passenger to pick up and flight #: _____

Which vehicle: _____

Rate Quoted: _____

Driver Assigned: _____

Contracted Time: _____

Pick up:	_____	Drop Off:	_____
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Pick Up Location: _____

Event Details and Special Notes: _____

Payment Information: _____

Status: _____

CASH/ CREDIT CARD/ BILLABLE
COLLECT at time of trip or
BILL

If BILLABLE, where to send bill: _____

ACTUAL TIME

Pick up:	_____	Drop Off:	_____
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ACTUAL CHARGES

	Amount
Billable # of hours (_____) x hourly rate (\$_____) =	\$ _____
Plus sales tax (6% state)	\$ _____
Plus reimbursable expenses (describe) =	\$ _____
Total	\$ _____

Referred by: _____ Booking Taken by: _____