

Sample Tariffs and Time Schedules for Common Carriers Over Regular Routes



Virginia For-Hire Operating Authority



Department of Motor Vehicles

~~These samples were developed using existing tariffs and time schedules that comply with the requirements of Virginia's laws. They are intended to help you develop your own tariffs and time schedules that meet those requirements.~~

~~The samples are not intended for you to use exactly as written. Some information in the samples may not apply to the service that you will provide. It is your responsibility to review the information and samples and to develop a tariff and time schedule that are specific to **your** operations.~~

~~Generally, tariffs for passenger carrier operations must show all rates and charges for the transportation that you provide. Additionally, YOUR TARIFF must include all rules and regulations that you will require your customers to follow as related to your transportation services.~~

~~Time Schedules will generally list, depending on the type of operation, the arrival and/or departure times and locations.~~

GENERAL INFORMATION

- You or your agent may publish a joint tariff with another carrier(s) if a power of attorney or notice of concurrence is filed with DMV. You must send written notification to DMV, at least 60 days in advance, before you can revoke the power of attorney or the notice of concurrence.
- If a tariff bureau prepares your tariff for you, a power of attorney must be filed with DMV.
- Before you can change your rates, you must:
 - make the changes available for public inspection at least 60 days before you wish to make the change, and
 - notify DMV at least 30 days before you wish to make the change, and
 - receive written approval from DMV.

REQUIREMENTS

Cover Sheet

Your tariff must have a cover sheet that contains **all** of the following items:

- the title: **COMMON CARRIER OVER REGULAR ROUTES TARIFF**,
- the name of your company,
- a tariff number,
 - The tariff number must be formatted like this: **Tariff Number: RR-(number)**
 - The number of your original tariff must be **1**.
 - This number changes only if you file a replacement tariff.
 - If filing a replacement tariff, include the following statement below the tariff number:
Replaces Tariff Number: RR-(number)
- the effective date of the tariff,
 - If you are filing an original tariff, leave the date blank. (DMV will determine that date.)
 - If you are filing a replacement tariff, the effective date can not be less than 30 days from the date the tariff is approved by DMV.
- the following information if a **representative of your company** prepared the tariff:
 - the name of the company representative who prepared the tariff,
 - the name of your company,
 - the street address of your company (including city, state, and zip code).

~~Sample Tariff and Time Schedule~~

- the following information if a **tariff bureau** prepared the tariff:
 - the name of the person who prepared the tariff,
 - the name of the tariff bureau,
 - the street address of the tariff bureau (including city, state, and zip code).

Service Information

Your tariff must contain:

- a statement that your services will cover the transportation of passengers and their baggage over regular routes, and
- a list of locations (street address, intersection, etc., and Virginia city or county) where each of your routes begin and end, and
- a detailed description of each route you will travel between each beginning location and each ending location.

Rates and Charges

Your tariff must contain a list of your rates and charges for transportation of your passengers and for all services in connection with the transportation of your passengers and must contain all of the following:

- the rates you will charge per passenger,
 - Important --** The rates/charges must be shown in U.S. dollars and cents.
You must charge individual fares.
- any additional information that covers all other rules, regulations, or policies you have that relate to your rates and charges,
- all of your rules and regulations regarding payment of your charges.

Rules and Regulations

Your tariff must list all of the rules and regulations that you will require your customers to follow.

- Important --** Under Virginia law you must provide your services to the general public without discrimination and you cannot refuse service without good cause. Your rules and regulations cannot disagree with these requirements or any other state or federal laws, rules or regulations.

This is the information that must be in a tariff for a Common Carrier over Regular Routes. You may add other information that you want to include in the tariff.

[Additional information, including sample tariffs, can be found under "Forms and Publications" on DMV.virginia.gov.](#)

~~IMPORTANT~~

~~The following sample tariff is not intended for you to use exactly as written. Some information in the samples may not apply to the service that you will provide. How you format your tariff is up to you. **However, your tariff must contain all of the required information.**~~

Tariff Number: RR-4
Replaces Tariff Number: RR-3

~~COMMON CARRIER~~
~~OVER REGULAR ROUTES~~
TARIFF

FOR:
~~THE ONE BUS SERVICE COMPANY, LLC~~

EFFECTIVE: March 22, 1998[†]

ISSUED BY:
Joe Jones, Jr.
The One Bus Service Company, LLC
1234 Main Street
Anywhere, Virginia 23232-0000

[†] If filing an original tariff, leave the effective date blank. If filing a replacement, the effective date may not be less than 30 days after DMV receives the replacement tariff.

~~Explanations of Abbreviations and Reference Marks~~

~~Ave.....Avenue~~
~~Bld.Boulevard~~
~~Contd.....Continued~~
~~DMV.....Department of Motor Vehicles~~
~~E.....East~~
~~Hwy.....Highway~~
~~N.....North~~
~~NE.....Northeast~~
~~Rd.....Road~~
~~S.....South~~
~~U.S.....United States~~
~~TOBS.....*The One Bus Service Company, LLC*~~
~~W.....West~~

~~Whenever the word “carrier” is used in this tariff, it refers to The One Bus Service Company, LLC.~~

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SECTION 1-
ROUTE INFORMATION

This tariff covers the transportation of passengers and their baggage over regular routes:

~~BETWEEN Virginia Beach, Virginia and Newport News, Virginia~~

~~From the intersection of State Route 13 and Elizabeth Rd, then N along Route 13 (Military Hwy) to its intersection with Virginia Beach Rd, then W along Virginia Beach Rd to its intersection with Cromwell Rd, then N along Cromwell Rd to its intersection with Princess Anne Rd, then E along Princess Anne Rd to its intersection with Azalea Garden Rd, then NE along Azalea Garden Rd to its intersection with Sewell's Point Rd, then N along Sewell's Point Rd to its intersection with Route 13 (Military Hwy), then N along Route 13 to its intersection with Johnson Rd, then W along Johnson Rd to its intersection with Chesapeake Blvd, then N along Chesapeake Blvd to its intersection with Route 60, then E along Route 60 (Ocean View Ave) through the Hampton Roads Bridge Tunnel, then along I-64 and I-664 to 35th Street exit, then W along 35th Street to its intersection with Washington Avenue, then N along Washington Avenue to its intersection with 40th Street and return over the same route.~~

Note 1. The transportation named in this section will apply only on Mondays through Fridays, except on Federal holidays.

~~SECTION 2~~
~~RATES AND CHARGES~~

~~Rates:~~

~~Round trip.....\$10.00
One Way.....\$5.00~~

~~These rates apply to passengers and their baggage. (See Note 1.)~~

~~Passengers' personal baggage, musical instruments, and athletic equipment shall be transported in the same vehicle with the passengers, subject to available accommodations. No charge will be made for transportation of baggage. The carrier assumes no liability thereof.~~

~~Note 1. — Round-trip fare listed in this section will apply only on movements of passengers and their baggage over the regular route described herein, requiring no more than one calendar day (24-hour period) per round-trip movement.~~

~~CHARGES~~

~~The charges contained herein apply to one vehicle as a unit for the transportation of passengers, between specified points of origin and destination for a one-way trip, or in round-trip movements, within a specified period of time.~~

~~PAYMENT OF CHARGES~~

~~All charges are to be paid in cash to carrier's driver when boarding the vehicle, unless advance passes or tickets are purchased by passengers before boarding the vehicle or credit is established with the carrier.~~

~~SECTION 3~~ ~~RULES AND REGULATIONS~~

~~ITEM 1~~

~~DEFINITION OF FEDERAL HOLIDAYS~~

~~The term "Federal Holiday" means any day officially designated or generally observed as a holiday by the U.S. Government.~~

~~ITEM 2~~

~~ANIMALS - TRANSPORTATION OF~~

~~Animals shall not be transported unless well secured in suitable containers carried by the passenger. (See exceptions.)~~

~~EXCEPTION A. Seeing-eye dogs accompanied by their master.~~

~~B. Pets which are offensive, dangerous, or vicious, snakes and poisonous reptiles will not be transported.~~

~~The owners or custodian of the pets transported shall be responsible for any injury caused by such pet.~~

~~ITEM 3~~

~~EQUIPMENT - DAMAGE TO~~

~~Each vehicle assigned for transportation of passengers will be in good condition, including the condition of glass and seats, determined by prior inspection to every trip. Any damage to the vehicle caused by the passenger(s) will be charged by the carrier to the passenger(s).~~

~~SECTION 3 RULES AND REGULATIONS (contd)~~

~~ITEM 4~~

~~OBJECTIONABLE PERSONS~~

~~The carrier reserves the right to refuse to transport a person improperly attired, under the influence of intoxicating liquor or drugs, incapable of taking care of him/herself (see exception), whose conduct is such, or is likely to become such, as to make him/her objectionable to other passengers.~~

~~Exception — Persons who are ill and accompanied by an attendant or nurse.~~

~~SECTION 4~~ ~~LIABILITY~~

~~CARRIER'S LIABILITY~~

- ~~A. — The carrier will not be liable for delays caused by Acts of God, public enemies, authority of law, quarantine, riots, strikes, the hazards or dangers incident to a state of war, accidents, breakdowns, bad conditions of the roads, snow storms, and other conditions beyond its control, and does not guarantee to arrive at or depart from any point at a specified time. The carrier will endeavor to maintain the schedule submitted by its agent or employee, but same is not guaranteed.~~
- ~~B. — If any Act of God, public enemies, authority of law, quarantine, riots, strikes, the hazards or dangers incident to a state of war, accidents, breakdowns, bad conditions of the road, snow storms, and other conditions beyond its control make it, in the opinion of the carrier, inadvisable to operate "vehicles" either from the "place of origin" or any point en route, the carrier shall not be liable therefor, or be caused to be held for damages for any reason whatsoever.~~
- ~~C. — On all trips, the carrier's liability ends when the passengers go beyond the jurisdiction of driver in charge of vehicle.~~

~~SECTION 5-~~
~~LIMITATIONS OF SERVICE~~

~~LIMITATION OF SERVICE~~

~~Nothing in this tariff shall be construed as requiring this carrier to furnish service for which it does not have suitable or sufficient equipment available. Carrier reserves the right to provide service only over roads suitable for the operation of its equipment. Carrier shall assist in planning carriage in order to make timely connections, and shall make every reasonable effort to make connections, but shall not be liable for costs or damages in the event of missed connections.~~

GENERAL INFORMATION

- Before you can change your time schedule, you must:
 - post the changes in a public place at least 10 days before you wish to make the change, and
 - notify DMV at least 10 days before you want to make the change, and
 - receive written approval from DMV.

REQUIREMENTS

Your time schedule must have a cover sheet that contains **all** of the following items:

- the title: **COMMON CARRIER OVER REGULAR ROUTES TIME SCHEDULE,**
- the name of your company,
- a schedule number;
 - The schedule number must be formatted like this:
Time Schedule Number: RR-(number)
 - The number of your original schedule must be **1**.
 - This number changes only if you file a replacement schedule.
 - If filing a replacement schedule, include the following statement below the schedule number:
Replaces Time Schedule Number: RR-(number)
- the effective date of the time schedule;
 - If you are filing an original schedule, leave the date blank. (DMV will determine that date.)
 - If you are filing a replacement schedule, the effective date can not be less than 10 days from the date the schedule is approved by DMV.
- the following information if a **representative of your company** prepared the schedule:
 - the name of the company representative who prepared the schedule,
 - the name of your company,
 - the street address of your company (including city, state, and zip code).
- the following information if a **tariff bureau** prepared the schedule:
 - the name of person who prepared the schedule,
 - the name of the tariff bureau.
 - the street address of the tariff bureau (including city, state, and zip code).

You must list in the time schedule:

- ~~the days of the week that you will operate under the schedule, and~~
- ~~any holidays and/or occasions when you will not operate, and~~
- ~~the time and the location (street address, intersection, etc.) of each stop.~~

~~IMPORTANT~~

~~The following sample time schedule is not intended for you to use exactly as written. Some information in the sample may not apply to the service that you will provide. How you format your schedule is up to you. However, your time schedule must contain all of the required information.~~

~~Time Schedule Number: RR-15~~
~~Replaces Time Schedule Number: RR-14~~

~~COMMON CARRIER~~
~~OVER REGULAR ROUTES~~
~~TIME SCHEDULE~~

~~FOR:~~

~~THE ONE BUS SERVICE COMPANY, LLC~~

~~EFFECTIVE: July 19, 2002[†]~~

~~ISSUED BY:~~
~~Susan Rogers~~
~~The One Bus Service Company, LLC~~
~~1234 Main Street~~
~~Anywhere, Virginia 23232-0000~~

[†]If filing an original schedule, leave the effective date blank. If filing a replacement schedule, the effective date may not be less than 10 days after DMV receives the replacement schedule.

Sample Tariff and Time Schedule

~~Time Schedule Number: RR-15~~
~~Replaces Time Schedule Number: RR-14~~

~~Service will be provided Monday through Friday. No service will be provided on Saturday, Sunday, or federal holidays.~~

~~A.M. LEAVE SCHEDULE~~

State Route 13 and Elizabeth Road	5:00
State Route 13 and Virginia Beach Road	5:10
Cromwell Road and Princess Anne Road	5:30
Princess Anne Road and Azalea Garden Road	5:40
Arrive at Washington Avenue and 40th Street	6:00 A.M.

~~P.M. LEAVE SCHEDULE~~

Washington Avenue and 40th Street	3:00
Princess Anne Road and Azalea Garden Road	3:50
Cromwell Road and Princess Anne Road	3:30
State Route 13 and Virginia Beach Road	3:50
Arrive at State Route 13 and Elizabeth Road	4:00 P.M.



Virginia Department of Motor Vehicles
Motor Carrier Services
P.O. Box 27412
Richmond, Virginia 23269-0001
