

REVISED VERIFIED STATEMENT OF APPLICANT

Angela K Transportation Services, LLC

Docket No. A-2025-3055973

1. Applicant and Contact Information

Magdalena Tejada is the Chief Executive Officer of Angela K Transportation Services, LLC, with a business address at 117 N Kenhorst Blvd, Reading, PA 19607. Phone: (610) 478-5415.

2. Ownership

Angela K Transportation Services, LLC is solely owned by the applicant.

3. Relevant Experience

Magdalena Tejada currently owns and operates a licensed Home Care agency in Pennsylvania. She has experience coordinating non-medical transportation for both clients and employees, providing rides to ensure timely care and access to essential services. These experiences include managing transportation logistics, scheduling, and compliance with safety and regulatory standards. The applicant brings strong operational and administrative experience, particularly in working with seniors and individuals with disabilities.

4. Office and Records

Operations are run from the office located at 117 N Kenhorst Blvd, Reading, PA 19607. The office is equipped with internet, telephones, secured filing cabinets, and computer systems. Transportation requests will be received via secure email and agency portals. Administrative functions such as dispatching, scheduling, and record-keeping are supported with cloud-based and physical record systems in compliance with 52 Pa. Code. Vehicle parking is secured in a monitored lot adjacent to the office.

All required PUC documents, including trip logs, driver files, maintenance logs, complaint records, and incident reports, will be securely stored.

5. Driver Management and Compliance Plan (See attached handbook)

Angela K Transportation Services, LLC will begin operations with one driver and one vehicle.

a. Hiring Standards (52 Pa Code §29.503)

- Drivers must be 21 years or older
- Valid PA driver's license

- Clean driving record
- Minimum of 2 years experience in a related field

b. Criminal Background Checks (52 Pa Code §29.505)

- Conducted through PA State Police and/or a third-party vendor
- Includes state, federal, and sex offender databases
- Retained securely for 4 years

c. Driving History (52 Pa Code §29.504)

- Motor Vehicle Records (MVRs) checked at hire and biannually
- Retained in secure driver files

d. Drug and Alcohol Policy

- Zero tolerance policy
- Pre-employment and random testing
- Immediate termination for violations

e. Training Program

- Defensive driving
- Passenger assistance and wheelchair safety
- HIPAA and confidentiality
- CPR/First Aid
- Emergency protocols
- Annual refresher training

6. Vehicle Information

- 2015 Honda Odyssey
- VIN: 5FNRL61FB020949
- Capacity: 8 including driver
- Mileage as of 6/25/2025: 160,216
- Registered and titled to Angela K Transportation Services, LLC

7. Vehicle Safety and Maintenance Plan

a. Periodic Maintenance

- Oil changes every 5,000 miles
- Tire rotation, brakes, fluids checked monthly
- Seasonal HVAC and transmission service

- Documentation retained physically and digitally

b. State Compliance (67 Pa Code, Chapter 175)

- Annual state safety inspections
- Monthly internal safety checks
- Daily driver pre-trip inspection
- Emergency equipment on board (fire extinguisher, first aid kit)
- No vehicle operates unless fully compliant

8. Insurance Information

I have already obtained commercial insurance that meets Pennsylvania PUC requirements and confirmed the selected provider can file Form E. I've budgeted for ongoing premiums and am fully prepared to maintain compliant coverage.

Quotes received from:

- Progressive Commercial
- Erie Insurance
- National General

Estimated annual premium: \$6,800 - \$9,200

9. Criminal History

The applicant, Magdalena Tejada, has never been convicted of a misdemeanor or felony.

10. Income Projection

Until the business is financially self-sustaining, the company owner will use personal funds to support operations. Please see the attached bank statement from the owner and the company's balance sheet showing the current assets held in the business account.

Service rate: \$20.00 per mile

Projected operation: 4 round trips per weekday, each 10 miles (40 miles/day)

Annual operating days: 250

Annual mileage: 10,000

Estimated Gross Revenue: 10,000 miles x \$20 = \$200,000

This revenue is based on confirmed agency rate agreements and operating capacity.

11. Service Area

Angela K Transportation Services, LLC proposes to operate:

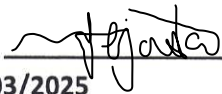
- From points in Berks County, Pennsylvania, to points in Pennsylvania, and return.

12. Target Market

Transportation services will be available to the general public, not limited to clients or employees of the Home Care agency.

Verification Statement

I, Magdalena Tejada, hereby state that the facts above set forth are true and correct to the best of my knowledge, information and belief, and that I expect to be able to prove the same at a hearing held in this matter. I understand that the statements herein are made subject to the penalties of 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities).

Signature:  _____
Date: 07/03/2025

BALANCE SHEET

ANGELA K TRANSPORTATION SERVICES LLC

Date 08 Jul 2025

ASSETS

Currency USD

CURRENT ASSETS

Cash	100.00
Accounts receivable	
Inventory	
Prepaid expenses	
Short-term investments	0.00
TOTAL CURRENT ASSETS	100.00

NON CURRENT ASSETS

Property/land	
Furniture	
Vehicles	
Equipment/tools	
Long-term investments	
TOTAL NON-CURRENT ASSETS	0.00
TOTAL ASSETS	100.00

LIABILITIES

CURRENT LIABILITIES

Accounts payable	
Payroll	
Sales tax	
Income tax payable	
Short-term loans	
TOTAL CURRENT LIABILITIES	0.00

LONG-TERM LIABILITIES

Long-term loans	
Other long-term liabilities	
TOTAL LONG-TERM LIABILITIES	0.00
TOTAL LIABILITIES	0.00

OWNER'S EQUITY

Owner's investment	
Owner's drawings	
Retained earnings	
TOTAL OWNER'S EQUITY	0.00

TOTAL LIABILITIES AND OWNERS EQUITY	0.00
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US702 | BR678
 ROP 450
 P.O. Box 7000
 Providence, RI 02940

MAGDALENA TEJADA
 128 DEBORAH DR
 READING PA 19610-3104


**Citizens Quest
 Account Statement**


Page 1 of 4

Beginning May 08, 2025
 through June 06, 2025

Questions? Contact us today:

 **CALL:**
 Citizens Quest Customer
 Service
 1-888-438-9888

 **VISIT:**
 Access your account online:
citizensbank.com

 **MAIL:**
 Citizens
 Customer Service Center
 P.O. Box 42001
 Providence, RI 02940-2001

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**MAGDALENA TEJADA
 Citizens Quest Checking
 XXXXXX-480-5**

Citizens Quest Checking Summary

<i>Account</i>	<i>Account Number</i>	<i>Balance Last Statement</i>	<i>Balance This Statement</i>
DEPOSIT BALANCE			
Checking			
Citizens Quest Checking	XXXXXXXX-480-5	27,418.37	79,636.79
		Total Deposit Balance	
		=	79,636.79
		Total Relationship Balance	
		=	79,636.79

Please See Additional Information on Next Page

Citizens Quest Checking for XXXXXX-480-5

Balance Calculation

Previous Balance		27,418.37
Checks	-	.00
Withdrawals & Debits	-	20,383.95
Deposits & Credit	+	72,601.00
Interest Paid	+	1.37
Current Balance	=	79,636.79

Balance

Average Daily Balance	83,305.24
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Interest

Current Interest Rate	.02%
Annual Percentage Yield Earned	.02%
Number of Days Interest Earned	30
Interest Earned	1.37
Interest Paid This Year	2.90

A Courtesy waiver is active on your account so monthly maintenance fees are not currently being assessed.

Your next statement period will end on July 08, 2025.

TRANSACTION DETAILS FOR CHECKING ACCOUNT ENDING 480-5

Withdrawals & Debits **

**May include checks that have been processed electronically by the payee/merchant.

Date	Amount	Description	Previous Balance
			27,418.37
			Total Withdrawals & Debits
			20,383.95
05/08	102.09	1000 DBT PURCHASE - 3846 TEXAS ROADHOU WYOMISSING PA	-
05/08	145.72	1000 POS DEBIT - D61400 MACY'S 2771 WYOMISSING PA	
05/08	81.93	1000 POS DEBIT - 505900 REDNERS MKTS # WYOMISSING PA	
05/12	7.00	1000 DBT PURCHASE - TR2IME IDT BOSS INTL NEWARK NJ	
05/12	26.49	1000 DBT PURCHASE - 999999 NETFLIX, INC. CA CA	
05/12	22.24	1000 POS DEBIT - 945758 MCDONALD'S F92 READING PA	
05/12	20.75	1000 POS DEBIT - 945758 MCDONALD'S F92 READING PA	
05/13	26.49	1000 DBT PURCHASE - 006860 NETFLIX.COM NETFLIX.CO M CA	
05/14	588.97	1000 POS DEBIT - 001 TMOBILE AU BELLEVUE WA	
05/15	100.00	1000 DBT PURCHASE - ad983a CASH APP*MAGDA Oakland CA	
05/16	874.00	1000 DBT PURCHASE - ad983a CASH APP*MAGDA Oakland CA	
05/16	25.00	1000 DBT PURCHASE - ad983a CASH APP*MAGDA Oakland CA	
05/27	500.00	1000 DBT PURCHASE - ad983a CASH APP*MAGDA Oakland CA	
05/27	300.00	1000 DBT PURCHASE - ad983a CASH APP*MAGDA Oakland CA	
05/28	11.98	1000 POS DEBIT - 505900 REDNERS MKTS # WYOMISSING PA	
05/29	514.99	1000 DBT PURCHASE - 002109 UNITED UNITED.COM TX	
05/29	85.20	1000 POS DEBIT - 037042 BOSCOVS 75 WYOMISSING PA	
05/29	11.12	1000 POS DEBIT - 550025 RITE AID 11174 WYOMISSING PA	
05/29	375.00	1000 DBT PURCHASE - ad983a CASH APP*MAGDA Oakland CA	
05/30	59.99	1000 DBT PURCHASE - 000000 FOOT LOCKER - WYOMISSING PA	
06/02	550.00	1000 DBT PURCHASE - ad983a CASH APP*MAGDA Oakland CA	

Please See Additional Information on Next Page

Citizens Quest Checking for XXXXXX-480-5 Continued
Withdrawals & Debits (Continued) **

**May include checks that have been processed electronically by the payee/merchant.

<i>Date</i>	<i>Amount</i>	<i>Description</i>
ATM/Purchases (Continued)		
06/04	250.00	1000 DBT PURCHASE - ad983a CASH APP*MAGDA Oakland CA
06/05	108.71	1000 DBT PURCHASE - 0001 JETBLUE 8005382583 NY
06/06	57.25	1000 DBT PURCHASE - 000101 EXXON TA BLOOM BLOOMSBURY NJ
06/06	172.45	1000 POS DEBIT - 0016 GIANT 6273 600 E LREADING PA
Other Withdrawals & Debits		
05/12	10,000.00	SBA 7a/SBA 7a 2n TRN 250512 ZBqlj9OQykLr8ac
05/21	1,500.00	ONLINE TRANSFER TO CHECKING 6322425211
05/21	3,866.58	UNITEDWHOLESALE 1 TIME DFT 051925 0196811228

Deposits & Credits

<i>Date</i>	<i>Amount</i>	<i>Description</i>
05/09	72,000.00	DEPOSIT
05/20	601.00	Cash App Magdalena 250520 T3GAPN084V4ERBA

Total Deposits & Credits

 + **72,601.00**
Interest

<i>Date</i>	<i>Amount</i>	<i>Description</i>
06/06	1.37	INTEREST

Total Interest Paid

 + **1.37**
Daily Balance

<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>
05/08	27,088.63	05/16	87,397.69	05/30	80,773.83
05/09	99,088.63	05/20	87,998.69	06/02	80,223.83
05/12	89,012.15	05/21	82,632.11	06/04	79,973.83
05/13	88,985.66	05/27	81,832.11	06/05	79,865.12
05/14	88,396.69	05/28	81,820.13	06/06	79,636.79
05/15	88,296.69	05/29	80,833.82		

Current Balance

 = **79,636.79**

Checking Account Balance Worksheet

Before completing this worksheet, please be sure to adjust your checkbook register balance by

- Adding any interest earned
- Subtracting any fees or other charges

1 Your current balance on this statement

\$ _____
Current Balance

2 List deposits which do not appear on this statement

Date	Amount	Date	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
			+ \$ _____
			Total of 2

3 Subtotal by adding 1 and 2

= \$ _____
Subtotal of 1 and 2

4 List outstanding checks, transfers, debits, POS purchases or withdrawals that do not appear on this statement.

Date/ Check No.	Amount	Date/ Check No.	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
			- \$ _____
			Total of 4

5 Subtract 4 from 3. This should match your checkbook register balance.

= \$ _____
Total

CUSTOMER SERVICE

If you have any questions regarding your account or discover an error, call the number shown on the front of your statement or write to us at the following address:

**Citizens
Customer Service Center
P.O. Box 42001
Providence, RI 02940-2001**

Change of Address

Please call the number shown at the front of your statement to notify us of a change of address.

DEPOSIT ACCOUNTS ARE NON-TRANSFERABLE

Personal deposit accounts, such as CD's and savings accounts, cannot be transferred to another person or to a corporate entity.

ELECTRONIC TRANSFERS

In Case of Errors or Questions About Your Electronic Transfers

(For Consumer Accounts Used Primarily for Personal, Family or Household Purposes)

Telephone us at the customer service number provided on Page 1 of this statement or write to us at the customer service address provided as soon as you can, if you think your statement or receipt is wrong or if you need more information about an electronic transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number, if any.
- Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- Tell us the dollar amount of the suspected error and, if possible, the date it appeared on your statement or receipt.
- It will be helpful to us if you also give us a telephone number at which you can be reached in case we need any further information.

For consumer accounts used primarily for personal, family, or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

(For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.)

OVERDRAFT LINES OF CREDIT

BILLING RIGHTS SUMMARY

What To Do If You Think You Find A Mistake On Your Statement:

If you think there is an error on your statement write to us at the customer service address provided as soon as possible.

In your letter, give us the following information:

- Account information: Your name and account number.
- Dollar amount: The dollar amount of the suspected error.
- Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question. While we investigate whether or not there has been an error the following are true:

- We cannot try to collect the amount in question or report you as delinquent on that amount.
- The charge in question may remain on your statement and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

INTEREST CHARGE CALCULATIONS FOR OVERDRAFT LINE OF CREDIT ACCOUNTS BASED ON AVERAGE DAILY BALANCE COMPUTATION METHOD

Calculating your Interest Charge

We calculate the interest charge on your Overdraft Line by applying the Daily Periodic Rate to the Average Daily Balance. Then, we multiply that result by the number of days in the billing cycle in which a balance is owed on your Overdraft Line. This gives us the total interest charge for that billing period.

Calculating your Average Daily Balance

To calculate the average daily balance, we take the beginning balance of your Overdraft Line each day (which does not include any unpaid interest charges or fees), add any new loan advances as of the date of those advances and subtract any payments or credits. This gives us the daily balance. Then, we add all the daily balances for the billing cycle together and divide the total by the number of days in the billing cycle. This gives us the average daily balance of your account.

Credit Bureau Reporting

We may report information about your Overdraft Line to credit bureaus for each joint account holder of your checking account. Late payments, missed payments, or other defaults on your Overdraft Line may be reflected in your credit report. If you believe we have furnished inaccurate or incomplete information to a credit reporting agency, write to us at the consumer service address provided and include your name, address, account number, and description of what you believe is inaccurate or incomplete.

Thank you for banking with Citizens.



POLICIES AND PROCEDURES HANDBOOK

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1. Hiring Standards

(Reference: 52 Pa Code §29.503)

Angela K Transportation Services, LLC is committed to hiring qualified, professional, and responsible drivers to ensure the safety of our passengers and the integrity of our operations.

Minimum Requirements for Drivers:

- Must be **21 years of age or older**.
- Must possess a **valid Pennsylvania driver's license**.
- Must have a **clean driving record** with no major traffic violations.
- Must have **at least two (2) years of experience** in a transportation, medical, or human services-related field.
- Must be legally authorized to work in the United States.

All employment offers are contingent upon successful completion of background checks, driving history reviews, and drug testing as outlined below.



2. Criminal Background Checks

(Reference: 52 Pa Code §29.505)

All prospective drivers must undergo a comprehensive criminal background check prior to employment.

Policy:

- Background checks are conducted via the **Pennsylvania State Police** and/or a **third-party vendor**.
- Searches will include the following databases:
 - Pennsylvania State Criminal Record Database
 - FBI National Criminal Database
 - National Sex Offender Registry
- Any conviction that could impact the safety or well-being of passengers (including offenses related to violence, drugs, DUI, theft, or abuse) may result in disqualification from employment.

Retention:

- Background check records will be retained securely in personnel files for a minimum of **four (4) years** in compliance with PUC regulations.



3. Driving History (MVR) Reviews

(Reference: 52 Pa Code §29.504)

Angela K Transportation Services, LLC prioritizes safe driving and compliance with all transportation regulations.

Policy:

- **Motor Vehicle Records (MVRs)** will be reviewed at the time of hiring and then **biannually (every 6 months)** thereafter.
- Any major moving violations, suspensions, or accidents will be reviewed by management and may result in disciplinary action, up to and including termination.
- Drivers must notify management within **24 hours** of any new citations or traffic violations.

Retention:

- MVR reports are maintained in **secure individual driver files** and retained in accordance with company recordkeeping standards.



4. Drug and Alcohol Policy

Angela K Transportation Services, LLC maintains a **Zero-Tolerance Drug and Alcohol Policy** for all safety-sensitive positions, including drivers.

Policy:

- All applicants must submit to a **pre-employment drug test**.
- Employees are subject to **random drug and alcohol testing** throughout their employment.
- Testing may also be conducted in the event of:
 - Reasonable suspicion
 - Workplace accidents
 - Return-to-duty or follow-up testing

- **Immediate termination** will result from:
 - A positive drug or alcohol test
 - Refusal to submit to testing
 - Tampering or attempting to cheat on a drug test

Angela K Transportation Services, LLC complies with **federal DOT** and **state** testing requirements where applicable.



5. Training Program

Angela K Transportation Services, LLC provides a comprehensive training program for all drivers and direct service staff to ensure passenger safety, regulatory compliance, and preparedness in emergency situations.

Mandatory Training Includes:

- **Defensive Driving:** Techniques to prevent accidents and promote safe vehicle operation.
- **Passenger Assistance & Wheelchair Safety:** Proper boarding, securing, and care of all passengers, including those with mobility devices.
- **HIPAA & Confidentiality:** Ensuring passenger medical and personal information is kept secure and private at all times.
- **CPR & First Aid Certification:** Emergency medical response training for adult basic life support.
- **Emergency Protocols:** Procedures for handling vehicle breakdowns, passenger illness/injury, accidents, and severe weather.

Refresher Training:

- All staff are required to complete **annual refresher training** in the above areas to maintain compliance and reinforce safety standards.

Recordkeeping:

- Training certificates and attendance logs will be maintained in each employee's personnel file.



6. Vehicle Maintenance and Inspections

Angela K Transportation Services, LLC maintains all vehicles in a safe and roadworthy condition at all times.

Policy:

- **Pre-trip and post-trip inspections** are required daily by drivers.
- All vehicles undergo **routine maintenance** per manufacturer and regulatory schedules.
- Maintenance includes oil changes, brake checks, wheelchair lift inspections, tire rotation, and safety systems checks.
- All **repairs** must be performed by certified mechanics.

Documentation:

- Maintenance logs are retained for each vehicle and made available for audit or inspection upon request.



7. Passenger Safety

The safety and comfort of our passengers is our highest priority.

Policy:

- All passengers must be safely secured using appropriate **seatbelts** and **wheelchair restraints**.
- Drivers must **assist passengers in and out of vehicles** as needed, ensuring the environment is safe and accessible.
- Disruptive or unsafe behavior must be reported immediately and managed respectfully.

Prohibited Actions:

- Leaving passengers unattended
- Using personal phones while driving
- Smoking, eating, or playing loud music during transport



8. Incident Reporting

All accidents, injuries, vehicle malfunctions, or unusual incidents must be reported immediately.

Procedure:

1. Ensure the **safety of all parties** involved.
2. Contact **emergency services** if necessary.
3. Notify dispatch and management **immediately**.
4. Complete and submit an **Incident Report Form** within **24 hours**.

Follow-Up:

- Management will investigate and follow up on all incidents.
- Drivers may be required to undergo retraining or drug/alcohol testing following certain events.



9. Employee Conduct

All employees are expected to represent Angela K Transportation Services, LLC with professionalism, integrity, and respect.

Standards:

- Wear appropriate **uniform or ID badge** while on duty.
- Maintain a **clean and respectful attitude** toward passengers and coworkers.
- **Punctuality** and reliable attendance are mandatory.
- **No tolerance for harassment**, discrimination, or abusive behavior.

Violations may result in disciplinary action, up to and including termination.

