

APPLICATION CHECKLIST

Motor Common Carrier of Persons in Paratransit Service

Use this checklist to make sure you have enclosed all required items or your application will not be processed. You cannot operate in Pennsylvania until you receive a Certificate of Public Convenience from the Commission.

- The original Application with original signatures (unless e-Filed with the Commission's online e-Filing system at www.puc.pa.gov).
- Verified Statement of Applicant.
- A certified check, money order, or check from your attorney for \$350 made payable to "Commonwealth of Pennsylvania."
- IF application is being made as an individual or sole proprietor.
- IF application is being filed by a Partnership, provide a list of the names and addresses of ALL partners.
- IF application is being filed by a Limited Partnership, provide a list of names and addresses of ALL partners, and your PA Corporation Bureau Entity ID Number.
- IF application is being filed by a Limited Liability Partnership, provide a list of names and addresses of ALL partners, and your PA Corporation Bureau Entity ID Number.
- IF application is being filed by a Limited Liability Company, provide a list of the names and addresses of ALL members and the Title of each member, and your PA Corporation Bureau Entity ID Number.
- IF application is being filed by a Corporation for Profit, provide a list of ALL corporate officers and titles, the name of each shareholder, distribution of shares, and your PA Corporation Bureau Entity ID Number.
- IF application is being filed by a Corporation Non-Profit, provide a list of ALL corporate officers and titles and those serving on the Board of Directors, and your PA Corporation Bureau Entity ID Number.

ALL Parties to proceedings pending before the Commission must open and use an e-filing account through the Commission's website, OR you may submit your filing by overnight delivery. If a filing contains confidential or proprietary material, the filing is required to be submitted by overnight delivery.

If not e-Filed, mail your application and attachments to: SECRETARY PA PUBLIC UTILITY COMMISSION, 400 NORTH STREET, 2ND FLOOR, HARRISBURG, PA 17120

Corporate entities (corporations, LPs, LLPs, and LLCs) and fictitious trade names must be registered with the PA Department of State. Companies incorporated in other states must register as a foreign business corporation. Individuals acting as sole proprietors and partnerships do not have to register.

If you are not registered with the PA Department of State, you can apply at its website at www.dos.state.pa.us/corps on how to do business in Pennsylvania as:

PA Corporations (Profit and Non-Profit) – apply for Articles of Incorporation

Foreign Corporations – apply for a Certificate of Authority

PA Limited Partnerships (LPs), Limited Liability Partnerships (LLPs), and Limited Liability Companies (LLCs) – apply for an Application of Registration

Fictitious Name Registration – File ONLY IF Trade Name will be different than the business name you register with the PA Department of State.

General Information for Preparing and Filing the Application for Motor Common Carrier of Persons in Paratransit Service.

1. This application is required to request a Certificate of Public Convenience to operate as a commercial carrier of people, when providing transportation on a nonexclusive, advance reservation basis. Service includes, but not restricted to:
 - Transportation of people whose personal convictions prevent them from owning or operating motor vehicles.
 - Transportation of people to correctional facilities for visitation.
 - Transportation of people in wheelchair and stretcher vans.

****Important Note: Paratransit carriers may not render service to or from airports.***

2. Upon approval of the application, you will be notified that prior to providing service in Pennsylvania you must submit evidence of insurance to the Public Utility Commission. **Your permanent evidence of insurance will be a Form E for bodily injury and property damage insurance.** This form is mailed to the Commission directly from the home office of your insurance carrier. The name and address on your Form E must **exactly** match the name and address you have provided on your application. Your insurance company must subscribe to the NIC Insurance Filing website at www.nicinsurancefilings.com . You will request the insurance company (not the agent) to file the required insurance forms electronically through NIC. Mailed insurance forms are no longer acceptable. The minimum limits of insurance are as follows:

Minimum limit dependent upon manufactured rated seating capacity of the vehicle. Carriers operating any vehicle of

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|------------------------|-----|--|
| 15 passengers or less: | (a) | \$35,000 to cover liability for bodily injury, death or property damage incurred in an accident (BIPD). |
| | (b) | \$25,000 first party medical benefits, \$10,000 first party wage loss benefits, and conforming to 75 PA C.S. §§1701 - 1798 (relating to Motor Vehicle Financial Responsibility Law). |
| | (c) | First party coverage of the driver of certificated vehicles shall meet the requirements of 75 PA C.S. §1711 (relating to required benefits). |

Application for Motor Common Carrier of Persons in Paratransit Service

THIS APPLICATION IS TO BE USED FOR COMMON CARRIER PASSENGER SERVICE WHEN PROVIDING TRANSPORTATION ON A NONEXCLUSIVE, ADVANCE RESERVATION BASIS.

1. **Legal Name of Applicant** (Individual, Partnership or Corporation)

JAY D TRANSPORT LLC

- If you are an individual who has not formed any type of corporate entity, you should enter your name **as it will appear on your insurance documents.**
- If you are filing for a partnership, but **not a limited liability partnership**, the names of all partners must be entered on this line. Those names should be entered **as they will appear on your insurance documents.** This includes husbands and wives filing jointly.
- If you are filing for a corporate entity (corporation, limited liability company, or limited liability partnership), **even if you are the sole shareholder member**, you must enter the name **exactly as it appears on the registration papers from the Corporation Bureau of the Pennsylvania Department of State.**

2. **Trade Name** (Attach a copy of fictitious name registration if applicable)

N/A

This is any name which you will be operating under which differs from the **LEGAL NAME OF APPLICANT**. A **TRADE NAME** is considered a **FICTITIOUS NAME** if the identity of the applicant cannot be readily determined. *EXAMPLE: John Doe is the applicant and wants to use the name "Johnboy Vans" as his trade name. People cannot readily determine that John Doe is the actual operator; therefore, the name is fictitious and must be registered as such. Trade names such as "John Doe Vans" or "J. Doe Vans" are not considered fictitious and would not have to be registered.*

3. **Do you currently hold PUC Authority?** ___NO **Previous Authority?** ___NO

If YES, at PUC No. A- 6422434

4. **Are you a business entity registered with the PA Dept. of State?** ___NO

If NO, you must register (see checklist on how to register)

If YES, provide your PA Corporation Bureau Entity ID Number 6916910

(See checklist and indicate type of business entity registered)

5. **If either a corporation or limited liability company, please list members (LLC) or shareholders and officers (corporation).**

Jezabel Desiree Rodriguez Acosta

6. **Mailing Address**

231 Seaman Lane
Street Address
Old Forge, PA 18518 Lackawanna County
City, State and Zip Code County
570-687-0073 Jaydtransport19@gmail.com
Telephone Number E-mail Address

This is the e-mail address to which the Commission will send all official documents issued by the Commission until further notice.

7. **Physical Address** (If different than mailing address. Do not use a post office box.)

231 Seaman Lane
Street Address
Old Forge, PA 18518 Lackawanna County
City, State and Zip Code County
570-687-0073 jaydtransport19@gmail.com
Telephone Number E-mail Address

The address entered here should reflect the actual location of the business. This is the address the Commission needs in order to dispatch Enforcement Officers to inspect equipment. If left blank, it will be assumed that the **PHYSICAL ADDRESS** is the same as the **MAILING ADDRESS**

8. **Attorney** (if applicable)

N/A
Attorney's Name & Telephone Number for this Filing
N/A
Attorney's Address E-mail Address

An attorney's name should only be entered if an attorney is filing the application for a client and the application is being sent under the attorney's cover letter.

9. **Does applicant have a USDOT Number?**

 No **x** Yes, at No. 3316598

10. **Describe the service area proposed by this application.**
(Use the space below or attach additional sheet if space provided is not sufficient).

To transport people whose personal convictions prevent them from owning or operating a vehicle, To transport as a common carrier motor vehicle, person in Paratransit, Stretcher and Ambulatory services from any County in Pennsylvania to any County in Pennsylvania and return. Including Philadelphia County.

Examples:

- *To transport people whose personal convictions prevent them from owning or operating motor vehicles from points in Lancaster County to points in PA, and return.*
- *To transport people from the city and county of Philadelphia to correctional facilities in PA, and return.*
- *To transport people in wheelchair and stretcher vans from points in the city of Pittsburgh to points in Allegheny County, and return.*
- *To transport people between points in Northumberland County.*

11. **Certification:**

Applicant certifies that it is not now engaged in unauthorized intrastate transportation for compensation between points in Pennsylvania and will not engage in said transportation unless and until authorization is received from the Pennsylvania Public Utility Commission.

Applicant further certifies that it understands the requirements of the Pennsylvania Public Utility Commission, especially as they relate to safety and insurance and that it may be subject to civil penalties, suspension or cancellation of the Certificate for failure to comply with Commission requirements.

Applicant further certifies that it understands that it is subject to an annual assessment based upon its reported gross Pennsylvania intrastate revenues; said assessment to help defray expenses incurred in regulating Motor Common Carriers of Persons in Paratransit Service; and acknowledges that failure to report revenue and pay its annual assessment may result in civil penalties, suspension or cancellation of the certificate.

Verification of Application

I/We hereby state that the statement(s) made in this application is/are true and correct to the best of my/our knowledge and belief.

The undersigned understands that false statements herein are made subject to the penalties of 18 Pa. C.S. Section 4904 relating to unsworn falsification to authorities.

Jezabel Desiree Rodriguez Acosta

(Print Name)

02/12/2026

(Signature)

(Date)

The verification of the application must be completed by the applicant appearing on Line 1 of the application by the named individual, all partners if a partnership, a member (if a limited liability company), or by the President or Secretary (if a corporation).

VERIFIED STATEMENT OF APPLICANT

THE FOLLOWING INFORMATION IS REQUIRED BY THE COMMISSION TO DETERMINE THE APPLICANT'S FITNESS TO OPERATE. STATEMENTS SHOULD BE TYPED OR PRINTED. ILLEGIBLE STATEMENTS WILL DELAY YOUR APPLICATION.

Jay D Transport LLC

Legal Name of Applicant

Trade Name, if any

231 Seaman Lane

Old Forge, PA 18518

Street Address (principal place of business)

City or Municipality

State

Zip Code

The Verified Statement of the Applicant factual details about your proposed transportation service. Your Verified Statement must answer all of the items listed below and on the following pages. Provide as much information as possible to prevent delay in processing your application. If you need more space to provide your answer, please attach additional pages identifying the appropriate item number.

1. Identify the person making the Verified Statement on behalf of the applicant. If an employee/officer of applicant is making the statement, give name, title, business address and telephone number.

Jezabel Desiree Rodriguez Acosta CEO

2. List the applicant's affiliation (owner, manager, controls) with any other carrier, with the description of affiliation.

Jezabel Desiree Rodriguez Acosta CEO

3. Describe the applicant's business experience, particularly any experience relating to the operation of a transportation service. If practical experience is lacking, please provide an explanation and description of any education or training that you believe may be relevant.

I currently own an active PUC certificate for Jay D transport with limited coverage area. We were advice that if we wanted to add more areas we need it to fill out a new application. I have over 10 years of experiences and Jay D transport has multiple contracts with all the brokers in the area. Servicing Wheelchair and Ambulatory services.

4. Describe your facilities, record maintenance plan and your communication network. Please include a description of your physical location, to including office machines that will be utilized, and the facility to house vehicles. As a carrier of household goods in use, applicant should include a description of storage facilities, if applicable. Please include an explanation of your plan to maintain records required by the PUC, as well as normal business records. In regard to your communication network, please explain how you will receive customer requests for transportation, how you will dispatch the vehicles to fulfill the request, and how you will maintain continuous communication with your drivers.

Answered sheet page 11

5. Please state the number of drivers you intend to use or hire in your business and explain why that number of drivers is appropriate for the size of the territory you will be serving. In addition, please explain:
 - a. Your hiring standards for drivers;
 - b. Your system for conducting criminal background checks;
 - c. Your driver training program;
 - d. Your system for conducting driver license checks;
 - e. Your policies regarding alcohol and drug use by your drivers.

I currently have 18 Drivers because I have 20 vehicles.

We maintain an Online file for every Driver and Vehicle. Driver's file includes Driver's License, Driving record, Drug test results, Criminal Background, W9, Social Security number, First Aid, CPR, Ass pass with Disability, FWA, Defensive Driving, Bloodborne Pathogen, Drug free workplace affidavit, Health Attestation, Driver's Agreement and their job rules and regulations, National sex offender, OIG, SAM. We run must of these documents yearly. The driver is train by a senior drive for a full day of work.

6. Please state the number of vehicles you plan to use in your business and why that number is appropriate to provide reasonable and efficient service to the territory you will be serving. If you have already obtained vehicles for your business, please list them in the chart below.

<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>SEATING CAPACITY*</u>	<u>VEHICLE ID #</u>	<u>MILEAGE</u>

*Vehicles with seating capacity of more than 15 passengers, including driver, can't be used in paratransit service.

Answered sheet page 11

Statement of Financial Position (Balance Sheet)

As of (date) 02/12/2026

(Must be less than 6 months old)

ASSETS

Current Assets

Cash

Other Current Assets (specify)

Total Current Assets

Tangible Assets

Motor Vehicle Equipment

Property (buildings, land, etc.)

Office Equipment

TOTAL ASSETS

LIABILITIES

Current Liabilities (Due within one year of date)

Loans

Credit cards/revolving credit

Other Liabilities (Attach schedule)

Total Current Liabilities

Long Term Liabilities (Due after one year of date)

Mortgage

Long term commercial loan

Other Liabilities (Attach Schedule)

Total Long-Term Liabilities

TOTAL LIABILITIES

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Answered sheet

Question #4

Location: Secure ground-floor office at 231 Seaman Lane Old Forge PA 18518. Facility includes an office area with 3 desk for Billing, Dispatch and management department. Includes a pole barn 24 foot wide by 48 foot long for basic vehicles maintenances. Also includes about half an acre lot for parking space.

Desktop workstations Windows 11 for operations manager and dispatcher; multi-line phone system with voicemail; dedicated business mobile phones for on-call staff; high-speed business internet (redundant cellular hotspot backup); networked printer/scanner/copier. We have a software for routing and assigning trips to drivers that complies with all the rules and regulations of our contractors.

The software is named Mediroutes and is used for Billing, Sharing trips information between Insurance companies, Brokers, Drivers and office management. Also includes GPS and Mileage tracking. Keep all trip records and balances for billing purposes. Drivers have a mobile app to received all trips details.

We maintain an Online file for every Driver and Vehicle. Driver's file includes Driver's License, Driving record, Drug test results, Criminal Background, W9, Social Security number, First Aid, CPR, Ass pass with Disability, FWA, Defensive Driving, Bloodborne Pathogen, Drug free workplace affidavit, Health Attestation, Driver's Agreement and their job rules and regulations, National sex offender, OIG, SAM. We run must of these documents yearly.

Question # 6

Year	Make	Model	Mileage	Vehicle #	Weight	Seating Cap
2019	FORD	TRANSIT 350 (7)	Over 150,000	7	9000	1 WCH 7 Seating
2019	FORD	TRANSIT 350 (5)	Over 150,000	5	9000	2 WCH 5 Seating
2012	CHRYSLER	TOWN & COUNTRY (2)	Over 150,000	2	4500	5 Seating
2009	TOYOTA	SIENNA (1)	Over 150,000	1	4500	5 Seating
2011	TOYOTA	SIENNA (6)	Over 150,000	6	4500	5 Seating
2020	FORD	TRANSIT 350 (9)	Over 150,000	9	9000	2 WCH 4 Seating
2018	FORD	TRANSIT 350 (10)	Over 150,000	10	9000	14 passengers
2009	SUBARU	FORESTER (3)	Over 150,000	3	3500	3 Seating
2011	TOYOTA	SIENNA (8)	Over 150,000	8	4500	5 Seating
2020	FORD	TRANSIT 350 (12)	Over 150,000	12	9000	2 WCH 4 Seating
2016	FORD	TRANSIT 350 (4)	Over 150,000	4	9000	11 passengers
2020	FORD	TRANSIT 350 (20)	Over 150,000	20	9000	1 WCH 7 Seating
2013	TOYOTA	SIENNA (15)	Over 150,000	15	4500	5 Seating
2022	FORD	TRANSIT CONNECT (16)	Over 150,000	16	4500	1 WCH 4 Seating
2011	TOYOTA	SIENNA (17)	Over 150,000	17	4500	5 Seating
2014	TOYOTA	SIENNA (18)	Over 150,000	18	4500	5 Seating
2013	FORD	EDGE (13)	Over 150,000	13	4500	3 Seating
2013	TOYOTA	SIENNA (14)	Over 150,000	14	4500	5 Seating
2011	TOYOTA	Sienna (19)	Over 150,000	19	4500	5 Seating
2016	FORD	Transit 350 (11)	Over 150,000	11	9000	1 WCH 4 Seating

Accounts	Dec 31, 2025
Assets	
Current Asset	
PNC Business Checking *3476	-450.16
PNC Business Checking *3484	9879.85
PNC Jessie *7441	-2230.04
Transfer	25075
Total Current Asset	32274.65
Total Assets	32274.65
Liabilities	
Current Liability	
Ally Loan Vin 2563	-8251.1
Ally Loan Vin 5591	-8018.23
Ally Loan Vin 6494	-10067.88
Ally Loan Vin 8662	-11875.08
Ally Loan Vin 8668	-11392.44
American Express Business Gold Card *1005	-3864.03
Ascentium Capital Loan	-2360.43
CFNA Firestone Firestone Credit Card *4486	546.45
Initiated Payments	1000
One Main Financial Loan	-1598.03
P1 Finance Loan	-53180.36
SBA EIDL Loan	-3384
TRANSWAYNE BANK Loan \$1,355.98	-5423.92
TRANSWAYNE BANK Loan \$1,454.83	-7274.15
TRANSWAYNE BANK Loan \$1023.88	-9214.92
TRANSWAYNE BANK Loan \$1078.38	-12940.2
TRANSWAYNE BANK Loan \$529.39	-5823.29
TRANSWAYNE BANK Loan \$570.91	-6280.01
TRANSWAYNE BANK Loan \$728.17	-8009.87
Thrift Invest Loan	-5147.86
Westlake Toyota Auto Loan	-3631.1
Total Current Liability	-176190.45
Total Liabilities	-176190.45
Equity	
Equity	
IRS Payments	-3065
Net Income	334326.29
Opening Balance Equity	-941.03
Owners Draw	-152586.16
Owners Investment	30731
Total Equity	208465.1
Total Equity	208465.1
Total Liabilities and Equity	32274.65