

RCVD PUC SEC BUR
MAR 5 2026 PM 12:10

Secretary PA Public Utility Commission
400 North Street, Second Floor
Harrisburg, PA 17120
717.787.3834
www.puc.pa.gov

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)

Sure Step Transit 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)

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?** yes ~~no~~ **Previous Authority?** NO

If YES, at PUC No. A- 6227981

4. **Are you a business entity registered with the PA Dept. of State?** yes ~~no~~
If NO, you must register (see checklist on how to register)

If YES, provide your PA Corporation Bureau Entity ID Number 0014349815
(See checklist and indicate type of business entity registered)

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

Following Counties

Cambsrland	Adams
Lancaster	Lebanon
Dauphin	Berks
York	

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.

Peggy Mytil
(Print Name)

Peggy Mytil 2/23/26
(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).

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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.

Sure Step Transit LLC
Legal Name of Applicant

815 Seymour St Lancaster, PA 17603
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.

See Attached

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

None

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.

See Attached

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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.

See Attached

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.

See Attached

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.

YEAR	MAKE	MODEL	SEATING CAPACITY*	VEHICLE ID #	MILEAGE

See Attached

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

7. Describe your vehicle safety program. Please include the following in your explanation:
- a. Your periodic vehicle maintenance plan
 - b. Your system for ensuring your vehicles will continuously comply with applicable Pennsylvania vehicle equipment standards (67 Pa. Code, Chapter 175).

See Attached

8. Please explain what steps you have taken to determine if you can obtain insurance and pay the required insurance premiums.

See Attached

9. State whether the applicant has been convicted of a misdemeanor or felony. If applicant is partnership, limited liability partnership, corporation, or limited liability company this question applies to all members, officers, and/or shareholders. If "YES", explain.

YES NO

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10. Financial Data. Complete the "Statement of Financial Position", which follows this page. Please feel free to also provide additional information explaining why you believe you have sufficient funds to ensure your transportation business can provide reliable service to the public in a safe manner.

We Standard P+L

See Attached

Verification of Statement

The undersigned deposes and says that he/she is authorized to and does make this verification and that the facts set forth therein are true and correct to the best of his/her knowledge, information, and belief. The undersigned understands that false statements herein are made subject to penalties of 18 Pa. C. S. Section 4904 relating to unsworn falsification to authorities.

[Handwritten Signature]

(Signature)
Peggy Martin

(Name and Title, printed or typed)

2/23/26

(Date)

Statement of Financial Position (Balance Sheet)

As of (date) _____
(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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APP MCC PERSONS PARATRANSIT SERVICE

3. Owner has been the weekend dispatcher for Integrated Medical Transport for over a year. This experience has provided significant training to operate a small paratransit agency. Owner has more than 20 years of extensive management experience.

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Verified Statement Supplemental Response Sheet

1.

3.

4. Sure Step Transit LLC has 1 operating location. The operating location consists of an office for management, maintenance area, etc. Office area access will be limited to personnel that will be working in that area along with individuals in management. Office equipment includes a designated desktop/non-portable computer for dispatch and billing, landline fax machine/scanner/copier, along with landline portable phone with answering machine. Ample parking is available. Household goods, such as cleaning supplies and other similar items, are kept in a designated cabinet that is solely used for those supplies and away from any food products or products intended for use on a customer. Records will be maintained in a designated storage area which is behind two locks with restricted key access. These records will be maintained for the PUC required time period. Business records will be kept in a secure location at the operating location. Intended business hours will be Monday through Friday, 9am to 5pm. Crews will be available outside of these hours with advanced notice or based on crew availability. Corporate office houses substantially the functions of billing, accounting, dispatch, marketing and strategic management. Corporate billing and dispatch work directly with the operating locations management and line staff in accomplishing these tasks.

Customer requests will be received through a designated dispatcher or other trained office personnel during normal business hours. These individuals will take the information from the customer while checking the existing schedule to ensure that the request does not overlap an existing transport. Schedules will be maintained through a paper log or dispatching software once obtained. Every measure will be made to accommodate the customer's request for transportation. All future transports will be scheduled with confirmation given by phone at the time of request. Immediate transports will be dispatched by phone to the driver that will be handling the request with information about the request given on initial dispatch. Continuous communication will be maintained with the drivers via cellphone. Every measure will be taken to avoid routine communication while driving with texting while driving strictly prohibited.

Sure Step Transit LLC currently has 1 employee for administrative and management purposes that we are currently utilizing. This individual will handle dispatching, accounting and operations management including vehicle management and human resources. As a small operation, the number of employees is appropriate to provide reasonable and efficient service to our territory.

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:

Sure Step Transit LLC currently has 1 driver but will add drivers as demand dictates.

- a. Your hiring standards for drivers;

Driver hiring standards are the following:

1. At least 21 years old
2. Pass a criminal background and driver's license check upon hire and biannually.
3. Have license for a minimum of three months and without suspension for one (1) year.
4. Must have valid license on their person at all times.
5. Have not had any of the following violations within the past three (3) years:
 - Driving while intoxicated or under the influence
 - Homicide arising out of the use of a motor vehicle (gross negligence)
 - Reckless endangerment involving a motor vehicle
 - Operating during a period of suspension or revocation
 - Using a motor vehicle for the commission of a felony
 - Operating a motor vehicle without owner's authority
 - Permitting an unlicensed person to drive
 - Reckless driving
 - Three or more traffic violations
 - Any other Class A violation

- b. Your system for conducting criminal background checks;

All drivers will be subject to an initial background conducted through Pennsylvania State Police upon application and prior to hire. These background checks will be conducted biannually based upon their date of hire and as required based on suspicion of dangerous or illegal activities. Failure of background check will be grounds for termination.

- c. Your driver training program;

Driver Training process will be as follows after successful completion of driver's record and background check

- All new members, upon approval of application, will be given an orientation packet to include driver orientation material.
- The driver/trainer will arrange to meet with the new crewmember for unit orientation and review of driving policies.
- Driver will drive along with a trainer for a minimum of two (2) shifts unless approved otherwise by operations management.
- No driver in training will be allowed to serve as the sole driver until completion of this program.
- Failure of this driving program will result in either additional or termination of employment. Accidents or traffic violations that occur during this training period will result in failure of the driving program.
- Appropriate evaluation forms will be completed and upon satisfactory completion of this program, the new staff member will be elevated to driver.
- Operations management will sign off on the driver upon completion of this program.

- d. Your system for conducting driver license checks;

All drivers will be subject to an initial driving record check conducted through Pennsylvania Department of Transportation upon application and prior to hire. These checks will be conducted **biannually based upon their date of hire and as required based on suspicion of motor vehicle violations.**

- e. Your policies regarding alcohol and drug use by your drivers.

As a service provider, the company refuses to allow the mixture of intoxicating beverages or drugs while functioning on the units. The possession, consumption or "being under the influence" of intoxicating beverages or drugs either while on duty or while at the station is grounds for immediate dismissal. Employees may not drink 8 hours prior to the start of their shift. The use of either intoxication beverages or drugs prior to reporting to duty so that such use can be detected by physical criteria such as smell, slurred speech or unsteady demeanor or other abnormal behavior may result in immediate disciplinary action up to and including dismissal and a request for complaint investigation to the regional council. ALL employees are subject to pre-employment and random drug tests at the request of management without advanced notice. Employees refusing to submit to drug and/or alcohol testing may be subject to termination. Employees who fail a drug test will be subject to disciplinary action up to and including termination unless a physician's note can be provided within seven (7) days. Diluted samples will be subject to a repeat drug test the following day. Failure to complete the repeat drug test will be treated as a drug test refusal and will be subject to disciplinary action up to and including termination. All crewmembers are responsible for reporting suspected infractions to operations management. Employees failing to report or involved in covering up substance abuse of a fellow employee may be subject to disciplinary action.

6

75	BA85 756	5TDZZ3DC8L S087809	Toyot a	Sienn a	2020	1819 12	Out of service		PEGGY
37	BA80 211	5TDZZ3DC9H S820749	Toyot a	Sienn a	2017	1902 58	Out of service		PEGGY

7. Describe your vehicle safety program. Please include the following in your explanation:
- a. Your periodic vehicle maintenance plan

All vehicles will be placed on a standardized maintenance schedule. This schedule will include basic daily vehicle checks which will include checking oil and other fluids along with a walk-around safety check which includes the interior passenger compartments. Advanced vehicle checks will be completed weekly which will include checking all vehicle fluids, lights, passenger compartment features, tires, and tire pressures. Vehicles will be placed on a routine oil change scheduled based on manufacturer's recommendations.

- b. Your system for ensuring your vehicles will continuously comply with applicable Pennsylvania vehicle equipment standards (67 Pa. Code, Chapter 175).

Vehicle checks will be completed within the intervals as stated in 8a. Ensuring that the vehicles remain in compliance with Pennsylvania's equipment standards will be conducted in the advanced vehicle checks. All vehicles will be inspected annually or as needed between annual inspections. IMT will also ensure that its vehicles are in compliance with the 52 Pa Code § 29.403 through the use of a daily check list that drivers complete at the start of their shift. This checklist will be collected and reviewed by an IMT supervisor and any identified issues fixed prior to the vehicle being used.

8.

10.

See Financials Attached

**Sure Step Transit
Projected P&L
Year 1 of Operations**

Revenue	\$ 268,007.68
Payroll	\$ 133,736.00
Fuel	\$ 18,144.00
R&M Vehicles	\$ 3,600.00
Supplies	\$ 540.00
Insurances	\$ 33,000.00
Workes Comp Insurance	\$ 8,024.00
Total Direct Expense	\$ 197,044.00
G&A Expenses	\$ 22,100.00
Annual Net Income (Loss)	\$ 48,863.68

Note To Projection

P&L is based on daily volume and revenue projections from Integrated Medical Transport for 2 vehicles. Sure Step Transit Intends on increasing the fleet by year 2.

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Your system for conducting criminal background checks;

- Sure Step Transit uses the "Pennsylvania Access to Criminal History" system also known as "PATCH"

- Sure Step Transit uses the Office of Inspector General (OIG) List of Excluded Individuals and Entities

(LEIE)

- Sure Step Transit uses "MEDICHECK" to confirm the potential employee has not been excluded from

working with the PA Medical Assistance Program.

- Sure Step Transit uses "Megan's List" to confirm the potential employee is not excluded from working

with children.

- Sure Step Transit uses "SAM.GOV" to confirm the potential employee has not been excluded from

working with any Federal Programs like Medicare or the Veterans Administration.

What type of things in their criminal background check would disqualify them from employment?

Offenses that would exclude a potential employee from being hired by Sure Step Transit By Background

Check is below.

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- Sure Step Transit uses the "Pennsylvania Access to Criminal History" system also known as "PATCH"

o Excluded actions that will preclude applicants from being hired by Sure Step Transit:

- Violent Offense
- Child Endangerment
- Sexual Offenses
- Theft or Fraud
- Drug charges, in the last 5 years
- Repeat drug offenders

- Sure Step Transit uses the Office of Inspector General (OIG) List of Excluded Individuals and Entities

(LEIE)

o If on the list of excluded individuals, applicants will not be hired

- Sure Step Transit uses "MEDICHECK" to confirm the potential employee has not been excluded from

working with the PA Medical Assistance Program.

o If on the list of excluded individuals, the applicant will not be hired.

- Sure Step Transit uses "Megan's List" to confirm the potential employee is not excluded from working

with children.

o If on Megan's List, applicants will not be hired.

- Sure Step Transit uses "SAM.GOV" to confirm the potential employee has not been excluded from

working with any Federal Programs like Medicare or the Veterans Administration.

o If on the list of excluded individuals, applicants will not be hired

- Sure Step Transit uses the Department of Transportation's "3 year Motor Vehicle Record" to confirm no

excluded citations are included within the record.

o Excluded actions that will preclude applicants from being hired by Sure Step Transit:

More than 2 "At Fault" vehicle accidents

Speeding more than 15 mph over the posted speed limit

Suspension resulting from a moving violation.

Cell phone violation

How will you maintain records (record retention) of the criminal background checks performed?

- All Driver History/License checks are saved electronically in an Applicant's electronic folder. Each

applicant has its own folder for all background and hiring related checks including all checks mentioned

in this application.

Your system for conducting driver license/history checks; How often will driver license/history checks

be conducted?

- Sure Step Transit uses the Department of Transportation's "3 year Motor Vehicle Record" to confirm no

excluded citations are included within the record. These check are completed during the application

process and then every 6 months of employment.

o Excluded actions that will preclude applicants from being hired by Sure Step Transit:

- More than 2 "At Fault" vehicle accidents**
- Speeding more than 15 mph over the posted speed limit**
- Suspension resulting from a moving violation.**
- Cell phone violation**

How will you maintain records (record retention) of such checks?

- All Driver History/License checks are saved electronically in an Applicant's electronic folder. Each

applicant has its own folder for all background and hiring related checks including all checks mentioned

in this application.

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Sure Step Transit LLC
815 Seymour Street
Lancaster Pa 17603

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Updated Replies For Paratransit Authority Docket No. A-2025-3055242

2.) You failed to adequately answer all aspects of question #5 of the Verified Statement of Applicant. Please review Title 52 Pa Code §29.501-509 Driver Regulations to see what is required of motor carriers.

Your system for conducting criminal background checks;

- Sure Step Transit uses the "Pennsylvania Access to Criminal History" system also known as "PATCH"
- Sure Step Transit uses the Office of Inspector General (OIG) List of Excluded Individuals and Entities (LEIE)
- Sure Step Transit uses "MEDICHECK" to confirm the potential employee has not been excluded from working with the PA Medical Assistance Program.
- Sure Step Transit uses "Megan's List" to confirm the potential employee is not excluded from working with children.
- Sure Step Transit uses "SAM.GOV" to confirm the potential employee has not been excluded from working with any Federal Programs like Medicare or the Veterans Administration.

What type of things in their criminal background check would disqualify them from employment?

Offenses that would exclude a potential employee from being hired by Sure Step Transit By Background Check is below.

- Sure Step Transit uses the "Pennsylvania Access to Criminal History" system also known as "PATCH"
 - o Excluded actions that will preclude applicants from being hired by Sure Step Transit:
 - Violent Offense
 - Child Endangerment
 - Sexual Offenses
 - Theft or Fraud
 - Drug charges, in the last 5 years
 - Repeat drug offenders
- Sure Step Transit uses the Office of Inspector General (OIG) List of Excluded Individuals and Entities (LEIE)
 - o If on the list of excluded individuals, applicants will not be hired
- Sure Step Transit uses "MEDICHECK" to confirm the potential employee has not been excluded from working with the PA Medical Assistance Program.
 - o If on the list of excluded individuals, the applicant will not be hired.
- Sure Step Transit uses "Megan's List" to confirm the potential employee is not excluded from working with children.
 - o If on Megan's List, applicants will not be hired.
- Sure Step Transit uses "SAM.GOV" to confirm the potential employee has not been excluded from working with any Federal Programs like Medicare or the Veterans Administration.
 - o If on the list of excluded individuals, applicants will not be hired
- Sure Step Transit uses the Department of Transportation's "3 year Motor Vehicle Record" to confirm no excluded citations are included within the record.
 - o Excluded actions that will preclude applicants from being hired by Sure Step Transit:
 - More than 2 "At Fault" vehicle accidents

- Speeding more than 15 mph over the posted speed limit
- Suspension resulting from a moving violation.
- Cell phone violation

How will you maintain records (record retention) of the criminal background checks performed?

- All Driver History/License checks are saved electronically in an Applicant's electronic folder. Each applicant has its own folder for all background and hiring related checks including all checks mentioned in this application. These records are held for atleast 7 years.

Your system for conducting driver license/history checks; How often will driver license/history checks be conducted?

- Sure Step Transit uses the Department of Transportation's "3 year Motor Vehicle Record" to confirm no excluded citations are included within the record. These check are completed during the application process and then every 6 months of employment.
 - Excluded actions that will preclude applicants from being hired by Sure Step Transit:
 - More than 2 "At Fault" vehicle accidents
 - Speeding more than 15 mph over the posted speed limit
 - Suspension resulting from a moving violation.
 - Cell phone violation

How will you maintain records (record retention) of such checks?

- All Driver History/License checks are saved electronically in an Applicant's electronic folder. Each applicant has its own folder for all background and hiring related checks including all checks mentioned in this application. These records are held for atleast 7 years.

Business Checking

PNC Bank


For the period 01/01/2026 to 01/30/2026


SURE STEP TRANSIT LLC
815 SEYMOUR ST
LANCASTER PA 17603-5849

Primary account number: XX-XXXX-XXXX

Page 1 of 1 50


Number of enclosures: 0

 PNC Online Banking is an easy and convenient way to manage your cash flow 24 hours a day, 7 days a week. Enroll in Online Banking by visiting PNC.com/Enroll.

 For customer service call 1-877-BUS-BNKG (1-877-287-2654)
PNC accepts Telecommunications Relay Service (TRS) calls.

Para servicio en español, 1-877-BUS-BNKG (1-877-287-2654)

Moving? Please contact your local branch.

 Write to: CUSTOMER SERVICE
PO Box 609
Pittsburgh, PA 15230-9738

 Visit us at PNC.com/smallbusiness

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Business Checking Summary

SURE STEP TRANSIT LLC

Account number: XX-XXXX-XXXX

Overdraft Protection has not been established for this account.

Please contact us if you would like to set up this service.

Balance Summary

Beginning balance	Deposits and other additions	Checks and other deductions	Ending balance
4,494.00	0.00	0.00	4,494.00
		Average ledger balance	Average collected balance
		4,494.00	4,494.00

Deposits and Other Additions

Total 0 0.00

Checks and Other Deductions

Total 0 0.00

Detail of Services Used During Current Period

Note: The total charge for the following services will be posted to your account on 02/02/2026 and will appear on your next statement as a single line item entitled Service Charge Period Ending 01/30/2026.

Description	Volume	Amount	
Monthly Account Maintenance Fee		.00	Requirements Met
Total For Services Used This Period		.00	
Total Service Charge		.00	

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COMMONWEALTH OF PENNSYLVANIA
PENNSYLVANIA PUBLIC UTILITY COMMISSION
COMMONWEALTH KEYSTONE BUILDING
400 NORTH STREET
HARRISBURG, PENNSYLVANIA 17120
<http://www.puc.pa.gov>

December 8, 2025

A-6227981
A-2025-3055242

SURE STEP TRANSIT LLC
815 SEYMOUR STREET
LANCASTER PA 17603

Re: Application of Sure Step Transit LLC, 815 Seymour Street, Lancaster, Lancaster County, Pennsylvania 17603. (203) 428-5958

To Whom It May Concern:

The purpose of this Letter is to advise you that your application has been reviewed and approved by the Pennsylvania Public Utility Commission (Commission). However, before you begin operations, you must file with the Commission all of the information listed in paragraphs (a) and (b) below. **You cannot operate under the approved motor carrier rights set forth in this Letter until all of the information listed below is filed with, and approved by, the Commission.** Once the information listed below is received and approved by the Commission, you will receive a Certificate of Public Convenience, with PUC No. A-6227981 which authorizes you to begin operating under the motor carrier rights set forth in this Letter.

- a. An acceptable Form E filed by an insurance company which is evidence of bodily injury and property damage liability insurance. **Your insurance company must file a Form E with the exact name of the applicant as it appears on this Letter – *Sure Step Transit LLC* The State MC A-6227981 must be listed to identify your account. All service types covered by this policy must be listed. Insurance filings are accepted online via Tyler Insurance Filings at www.tylerinsurancefilings.com.**
- b. Email tariff draft to: RA-PCTARIFFFILING@pa.gov. DO NOT E-File unapproved tariffs. Call (717) 214-7155 for assistance.

Upon issuance of a Certificate of Public Convenience you are granted the right to operate as follows:

To transport, as a common carrier, by motor vehicle, persons in paratransit service, from points in the Counties of Adams, Berks, Cumberland, Dauphin, Lancaster, Lebanon, and York.

FAILURE TO COMPLY WITH ANY PROVISION OF THIS LETTER WITHIN SIXTY (60) DAYS OF THE DATE OF THIS LETTER WILL RESULT IN THE DISMISSAL OF THE APPLICATION AND REQUIRE THE FILING OF A NEW APPLICATION AND FILING FEE.

You should become familiar with the requirements of 52 Pa. Code as applicable to the operation of a common carrier as authorized by this grant of authority. Any change in address must be reported to the Commission by filing a Change of Address Form. This form can be found on the Commission's website. Failure to comply with all applicable requirements may subject the carrier to penalties, including fines, suspension of operating rights or cancellation of authority. Title 52 of the Pennsylvania Code may be accessed at www.pacode.com.

If you are dissatisfied with the resolution of this matter, you may, as set forth in 52 Pa. Code §5.44, file a petition with the Commission within twenty (20) days of the date of this Letter.

Sincerely,



Matthew L. Homsher
Secretary

Contact: Insurance (717-787-1227)
Tariff (717-214-7155)
Safety (717-787-7598)

ALL Parties to proceedings pending before the Commission are advised to 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.

A-2025-3055242 SURE STEP TRANSIT LLC (815 Seymour Street, Lancaster, Lancaster County, Pennsylvania 17603) for the right to begin to transport, as a common carrier, by motor vehicle, persons in paratransit service, between points in the Counties of Adams, Berks, Cumberland, Dauphin, Lancaster, Lebanon, and York.



COMMONWEALTH OF PENNSYLVANIA
PENNSYLVANIA PUBLIC UTILITY COMMISSION
COMMONWEALTH KEYSTONE BUILDING
400 NORTH STREET
HARRISBURG, PENNSYLVANIA 17120
<http://www.puc.pa.gov>

October 15, 2025

A-6227981
A-2025-3055242

SURE STEP TRANSIT LLC
815 SEYMOUR STREET
LANCASTER PA 17603

Re: Application of Sure Step Transit LLC

**THIS APPLICATION HAS BEEN ASSIGNED PUC DOCKET NUMBER
A-2025-3055242. PLEASE USE THIS NUMBER WHEN CONTACTING THE PUC.**

To Whom It May Concern:

The application cited above has been captioned as attached and will be published in the Pennsylvania Bulletin of **November 1, 2025**. The application will be submitted for review provided no protests are filed on or before **November 17, 2025**.

If protests are filed, the application will be assigned to the Office of Administrative Law Judge for hearing. However, parties may be given the opportunity to participate in a voluntary mediation process by the OALJ if it chooses to make such a referral of the Commission's Mediation Unit. In any event, parties to the application proceeding will be advised concerning the process set for their case.

Questions concerning publication and protests may be directed to your Compliance Specialist, David Canzoneri, below by telephoning direct 717-346-9738. **Please be advised that unopposed applications will not be processed until up to 60 days after their Pennsylvania Bulletin publication date. This delay is emplaced to ensure that all case related filings have been received and processed prior to proceeding to the next step in the application process.**

Sincerely,

A handwritten signature in black ink that reads "David B. Canzoneri". The signature is written in a cursive style.

David B. Canzoneri
Transportation Compliance Specialist
Bureau of Technical Utility Services

Enclosure

**PENNSYLVANIA
PUBLIC UTILITY COMMISSION
Harrisburg, PA 17120**

Public Meeting held October 9, 2025

Commissioners Present:

Stephen M. DeFrank, Chairman
Kimberly Barrow, Vice Chair
Kathryn L. Zerfuss
John F. Coleman, Jr.
Ralph V. Yanora

Application of Sure Step Transit LLC

A-2025-3055242
A-6227981

OPINION AND ORDER

BY THE COMMISSION:

Before the Pennsylvania Public Utility Commission (Commission) for consideration and disposition is the Petition for Reconsideration from Staff Action (Petition), filed on July 22, 2025, by Sure Step Transit LLC (Sure Step or Applicant), relative to the above-captioned proceeding. Therein, Sure Step requests reconsideration of the Commission's Secretarial Letter dated July 2, 2025 (*July 2025 Secretarial Letter*) in which the Commission denied and dismissed Sure Step's Application for Motor Contract Carrier of Persons (Application) due to failure to establish financial fitness to

operate.¹ No response to the Petition has been filed. For the reasons set forth herein, we shall: (1) grant the Petition; (2) rescind the *July 2025 Secretarial Letter*; and (3) refer this matter to the Commission's Bureau of Technical Utility Services (TUS) for such further action as may be deemed necessary, consistent with this Opinion and Order.

I. History of the Proceeding

On May 7, 2025,² Sure Step filed its Application with the Commission at Docket No. A-2025-3055242, specifically requesting to begin operating as a Motor Contract Carrier of Persons in Cumberland, Lancaster, Dauphin, York, Adams, Lebanon, and Berks Counties, in Pennsylvania. Application at 3.

On May 21, 2025, the Commission issued a Data Request (*May 2025 Data Request*), wherein it acknowledged acceptance of the Application and requested additional information from the Applicant regarding the following items:

(1) consideration as to whether paratransit would be a better fit for the service the Applicant wishes to provide, and if so, the need to amend the authority requested to paratransit service and submit a completed paratransit service application; (2) needed information with respect to compliance with the Commission's Regulations at 52 Pa. Code §§ 29.501-509 (Driver Regulations); and (3) a revised Statement of Financial Position. *May 2025 Data Request* at 3-4.

On June 3, 2025, Sure Step responded to the *May 2025 Data Request*, in which the Applicant: (1) stated that the Applicant was amending its Application to

¹ Because the instant Petition challenges the action taken in the *July 2025 Secretarial Letter* and was filed within twenty days of the issuance of the Secretarial Letter, we shall regard the Petition as a Petition for Reconsideration from Staff Action, pursuant to 52 Pa. Code § 5.44(a).

² The Application was processed and docketed with the Commission on May 19, 2025.

request paratransit service authority; (2) provided additional information regarding compliance with the Driver Regulations; (3) included an Application for Motor Common Carrier of Persons in Paratransit Service; and (4) attached a Verified Statement of Applicant, a Statement of Financial Position, a Verified Statement Supplemental Response Sheet, and a projected 1-Year Profit and Loss Statement, all of which appeared to contain similar information to that which was originally provided with Sure Step's Application. Reply to *May 2025 Data Request* at 5-24.

On June 18, 2025, the Commission issued a second Data Request (*June 2025 Data Request*) requesting additional information on the following items: (1) compliance with the Driver Regulations; and (2) a revised, compliant Statement of Financial Position. *June 2025 Data Request* at 3-4.

On June 26, 2025, Sure Step responded to the *June 2025 Data Request* with fourteen (14) pages of information which appeared to be identical to the information the Applicant previously submitted in reply to the *May 2025 Data Request*. Reply to *June 2025 Data Request* at 1-14.

On July 2, 2025, the Commission issued the *July 2025 Secretarial Letter* notifying Sure Step that its Application for paratransit authority had been denied and dismissed. Specifically, the Commission determined that a Certificate of Public Convenience would not be granted because the Application failed to establish Sure Step's financial fitness to operate. In pertinent part, the *July 2025 Secretarial Letter* is reprinted below, as follows:

The purpose of this Letter is to advise you that your application for **Paratransit** authority at Docket No. A-2025-3055242 has been **DENIED** by the Pennsylvania Public Utility Commission (Commission). The Commission

has determined that a Certificate of Public Convenience shall not be granted for the following reason(s):

• **Failure to establish financial fitness to operate.**

Under 52 Pa. Code §41.14(1) The Commission is to determine whether an applicant possesses the technical and financial ability to provide the proposed service. On June 18, 2025, the applicant was issued a data request directing them to provide a new current statement of financial position, as well as supporting documentation that verified the applicant's financial position. They were informed that they should fully fund and equip the business prior to submitting their response, and that applicants lacking suitable finances, resources and equipment would be denied authority. In their response, the applicant failed to provide any evidence of the necessary equipment, nor did they provide any of the requested supporting evidence establishing their financial fitness. Therefore, it is the has been determined that the applicant lacks the financial fitness required to provide safe, efficient, and reliable transportation.

• **Failure to establish fitness to operate.** Under 52 Pa. Code §41.14(4) The Commission is to determine whether an applicant possesses the technical and financial ability to provide the proposed service. On June 18, 2025, the applicant was issued a data request directing them to provide compliant policies/plans for the hiring/employment of drivers of its vehicles. In its request, the Commission provided the relevant statutory citations and relevant guidance for the applicant to reference when preparing its revisions. In its response to the Commission's data request the applicant has been unable to provide policies for the hiring/employment of its drivers that complied with the Commission's regulations. Therefore, it is the has been determined that the applicant lacks the technical fitness required to provide safe, efficient, and reliable transportation.

For this reason(s), your application is **DENIED** and **DISMISSED**.

July 2025 Secretarial Letter at 1-2 (emphasis in original).

In addition, the *July 2025 Secretarial Letter* explained that if Sure Step disagreed with the determination of this matter as set forth therein, then it could file a petition for reconsideration from staff action with the Commission within twenty (20) days pursuant to 52 Pa. Code § 5.44. The *July 2025 Secretarial Letter* also explained that if no timely request for reconsideration was made, then the action contained therein would be deemed to be the final action of the Commission. The *July 2025 Secretarial Letter* further stated:

The Petition MUST include: (1) a written statement (divided into numbered paragraphs) outlining the reasons for the request, (2) the case docket number(s) (they are provided for you at the top right hand corner of this letter), (3) the name of the person on whose behalf the petition is made, (4) copies of relevant documentation, and (5) a verification with original signature. See 52 Pa. Code §§1.31 and 5.44.

July Secretarial Letter at 2 (emphasis in original).

As discussed, *supra*, Sure Step submitted its Petition on July 22, 2025. No response to the Petition has been filed.

II. Discussion

A. Legal Standards

Petitions for Reconsideration from Staff Action are governed by Section 5.44(a) of Commission's Rules of Administrative Practice and Procedure, 52 Pa. Code § 5.44(a), which provides the following:

Actions taken by staff, other than a presiding officer, under authority delegated by the Commission, will be deemed to be the final action of the Commission unless reconsideration is sought from the Commission within 20 days after service of notice of the action, unless a different time period is specified in this chapter or in the act.

52 Pa. Code § 5.44(a).

In considering the appeal from Staff Action, the Application and compliance with Commission Regulations, Section 332(a) of the Public Utility Code (Code), 66 Pa.C.S. § 332(a), provides that the party seeking affirmative relief from the Commission has the burden of proof. In this proceeding, the Applicant is the party seeking affirmative relief from the Commission. Therefore, the Applicant is the party with the burden of proof. *See Application of 610 Hauling, LLC, t/a College Hunks Hauling Junk, for the right to begin to transport, as a common carrier, by motor vehicle, household goods in use, from points in the counties of Chester, Delaware, Montgomery, Philadelphia, and Bucks, to points in Pennsylvania*, Docket Nos. A-2012-2334103 and A-8915269 (Opinion and Order entered November 5, 2015) (citing *Se-Ling Hosiery, Inc. v. Margulies*, 70 A.2d 854 (Pa. 1950)).

In *Se-Ling Hosiery v. Margulies*, the Pennsylvania Supreme Court held that the term "burden of proof" means a duty to establish a fact by a preponderance of the

evidence. The term “preponderance of the evidence” means that one party has presented evidence that is more convincing, by even the slightest degree, than the evidence presented by the opposing party. Additionally, the Commission must ensure that the decision is supported by substantial evidence in the record. The Pennsylvania appellate courts have defined substantial evidence to mean such relevant evidence that a reasonable mind may accept as adequate to support a conclusion; more is required than a mere trace of evidence or a suspicion of the existence of a fact sought to be established. *Application of 610 Hauling, LLC, t/a College Hunks Hauling Junk, supra*, citing *Norfolk & Western Railway Co. v. Pa. PUC*, 413 A.2d 1037 (Pa. 1980); *Murphy v. Pa. Dept. of Public Welfare, White Haven Center*, 480 A.2d 382 (Pa. Cmwlth. 1984).

Additionally, pursuant to Section 1103(a) of the Code, 66 Pa.C.S. § 1103(a), an application for a certificate of public convenience should be granted only if the Commission finds that “the granting of such certificate is necessary or proper for the service, accommodation, convenience or safety of the public.” In order to make these determinations, the Commission’s Regulations, at 52 Pa. Code §§ 3.381-85, and the Commission’s Policy Statement, at 52 Pa. Code § 41.14, establish the evidentiary guidelines and criteria to be examined by the Commission when considering whether to grant or deny an application for authority.

The Commission’s Policy Statement at 52 Pa. Code § 41.14 provides as follows:

§ 41.14. Evidentiary criteria used to decide motor common carrier applications--statement of policy.

An applicant seeking motor common carrier authority has the burden of demonstrating that it possesses the technical and financial ability to provide the proposed service. In addition, authority may be withheld if the record demonstrates that the applicant lacks a propensity to operate safely and legally. In evaluating whether a motor carrier applicant can satisfy these

fitness standards, the Commission will ordinarily examine the following factors, when applicable:

- (1) Whether an applicant has sufficient capital, equipment, facilities and other resources necessary to serve the territory requested.
- (2) Whether an applicant and its employees have sufficient technical expertise and experience to serve the territory requested.
- (3) Whether an applicant has or is able to secure sufficient and continuous insurance coverage for all vehicles to be used or useful in the provision of service to the public.
- (4) Whether the applicant has an appropriate plan to comply with the Commission's driver and vehicle safety regulations and service standards in Chapter 29 (relating to motor carriers of passengers).
- (5) An applicant's record, if any, of compliance with 66 Pa. C.S. (relating to Public Utility Code), this title and the Commission's orders.
- (6) Whether an applicant or its drivers have been convicted of a felony or crime of moral turpitude and remains subject to supervision by a court or correctional institution.

52 Pa. Code § 41.14.³

³ By Final Policy Statement, entered December 7, 2017, at Docket No. M-2017-2629722, the Commission modified the Policy Statement at 52 Pa. Code § 41.14 by eliminating prior subsections (a) and (c) to be consistent with the amended Regulations in the Final Rulemaking Order. Notably, the Final Policy Statement maintained the language of prior subsection (b), related to the factors to be examined in determining an applicant's technical and financial fitness and propensity to operate safely and legally. The Final Policy Statement became effective upon publication in the *Pennsylvania Bulletin* on February 10, 2018, at 48 *Pa. B.* 882.

B. Petition

Sure Step's Petition⁴ includes the following: (1) two pages describing what is being provided therein; (2) three pages attempting to address the Commission's prior request for additional information regarding Sure Step's proposed compliance with the Driver Regulations; (3) an updated Balance Sheet; (4) an updated Year-1 Projected Profit and Loss Statement; and (5) copies of Pennsylvania Titles for two Toyota vehicles.

Petition at 1-11. Specifically, in its Petition, Sure Step notes that it is providing:

(1) a new, dated Financial Statement, prepared by a financial professional, with requested, necessary documents; and (2) new policies for the employment of drivers that comply with the Driver Regulations. *Id.* at 1. In the Petition, Sure Step neither includes an explanation for the delay to provide this information to the Commission, nor does it offer any reasoning in support of its request for reconsideration.

With respect to Sure Step's proposed compliance with the Driver Regulations, the Applicant provides additional answers to questions addressing the conduct of criminal background checks, employment disqualification resulting from criminal background checks, the process for conducting driver license/history checks, and record maintenance of criminal background and driver license/history checks.

Petition at 3-5. In addition, Sure Step includes a Balance Sheet, dated July 16, 2025, which appears to contain exact figures and values, as well as an updated Year-1 Projected Profit and Loss Statement. *Id.* at 6-7. Finally, Sure Step attaches two Pennsylvania

⁴ We note that the format of Sure Step's Petition, which was filed by Pegguy Myrtil, Owner, does not conform to Section 1.31 of our Regulations or the instructions provided in the *July 2025 Secretarial Letter*, which require, *inter alia*, that statements be divided into numbered paragraphs outlining the reasons for the request. *See* 52 Pa. Code § 1.31; *July 2025 Secretarial Letter* at 2. Nevertheless, we will exercise our discretion to consider the merits of the Petition, as filed, pursuant to Section 1.2(a) of our Regulations. 52 Pa. Code § 1.2(a).

Titles, issued on July 16, 2025, for a 2017, and a 2020, Toyota vehicle, respectively, for which Sure Step is listed as the registered owner. *Id.* at 8-11.

C. Disposition

In considering the Petition, we note that any issue or argument not specifically addressed shall be deemed duly considered and denied without further discussion. It is well settled that we are not required to consider expressly or at length each contention or argument raised by the parties. *Consolidated Rail Corp. v. Pa. PUC*, 625 A.2d 741 (Pa. Cmwlth. 1993); *see also, University of Pennsylvania v. Pa. PUC*, 485 A.2d 1217 (Pa. Cmwlth. 1984).

Upon consideration of the Petition and the attached documents, we find that the Applicant has met its burden of proof for granting the Petition; accordingly, we shall grant the Petition and rescind the *July 2025 Secretarial Letter*, consistent with the following discussion. Although we note that the Applicant does not provide any explanation for the delay in providing certain information requested by the Commission, we conclude that the Applicant has offered information and presented new considerations that may not have been previously considered. Therefore, without taking a position on the merits of the Application, we will refer this matter to TUS for such further review and action as may be warranted, consistent with this Opinion and Order.

As noted, *supra*, the *July 2025 Secretarial Letter* stated that Sure Step had failed to provide any evidence of the necessary equipment or its financial fitness in support of its request for paratransit authority. Also, the Commission determined in the *July 2025 Secretarial Letter* that Sure Step did not provide any policies regarding the hiring and employment of its drivers in compliance with the Commission's Driver Regulations at 52 Pa. Code §§ 29.501-509. *See July 2025 Secretarial Letter* at 1. Upon

our review of the Applicant's responses to the *May 2025 Data Request* and *June 2025 Data Request*, we agree.

In fact, we note that Commission Staff, in the *June 2025 Data Request*, provided detailed explanations of information needed to address the Application's shortcomings, including, *inter alia*: (1) policies for criminal background check employment disqualification and record retention in compliance with our Regulations at 52 Pa. Code § 29.505 (a)(3-4); (2) driver license and history check frequency and record retention in compliance with our Regulations at 52 Pa. Code § 29.504(a)(3); and (3) specific information to be included on a revised Statement of Financial Position. *June 2025 Data Request* at 1-2. However, upon review of the Petition and associated documentation, Sure Step now appears to have provided additional information and considerations that may not have been previously considered.

As noted, *supra*, Sure Step, in its Petition, specifically includes additional information regarding its proposed compliance with the Driver Regulations with respect to criminal background and driver license and history checks, an updated Balance Sheet and Year-1 Projected Profit and Loss Statement, and proof of ownership for two vehicles. *See* Petition at 3-11.

Based on our review of the information contained in the Petition, we find that the Applicant has provided more detailed information and documentation that may help to address the pertinent deficiencies previously identified by Commission Staff in the *July 2025 Secretarial Letter*. Therefore, we conclude that, under the circumstances in this case, it is appropriate and reasonable to rescind the *July 2025 Secretarial Letter* and refer this matter to TUS for consideration and such further action as may be warranted, due to TUS' expertise in reviewing applications for Commission authority. We will utilize the discretion afforded to the Commission in Section 1.2 of our Regulations, 52 Pa. Code § 1.2, and refer this matter to TUS to continue processing the Application,

consistent with this Opinion and Order. Such a referral will provide TUS with the opportunity to review the additional information provided by Sure Step in its Petition, as well as to request any further information or evidence from Sure Step,⁵ as needed, to review and make a determination on the Application. Moreover, given the procedural posture and history of this case, acknowledging the new considerations provided in the Petition and referring this matter to TUS for further consideration is a more efficient use of the Commission's and the Applicant's resources at this stage of the proceeding.

III. Conclusion

For the reasons discussed herein, we will: (1) grant Sure Step LLC's Petition; (2) rescind the *July 2025 Secretarial Letter*; and (3) refer this matter to TUS for such further action as may be deemed necessary, consistent with this Opinion and Order; **THEREFORE,**

IT IS ORDERED:

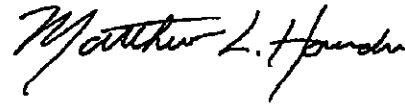
1. That the Petition for Reconsideration from Staff Action filed by Sure Step Transit LLC on July 22, 2025, at Docket No. A-2025-3055242 is granted, consistent with this Opinion and Order.

2. That the Secretarial Letter issued on July 2, 2025, at Docket No. A-2025-3055242, is rescinded, consistent with this Opinion and Order.

⁵ For instance, we note that it does not appear that Sure Step has provided supporting documentation for its Statement of Financial Position, such as current copies of bank statements or official statements of account balances provided by bank officers.

3. That this matter, at Docket No. A-2025-3055242, be referred to the Commission's Bureau of Technical Utility Services for such further action, as may be deemed necessary, and processing, consistent with this Opinion and Order.

BY THE COMMISSION



Matthew L. Homsher
Secretary

(SEAL)

ORDER ADOPTED: October 9, 2025

ORDER ENTERED: October 9, 2025

RECEIVED

MAR 24 2026

PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

RECEIVED

MAR 5 2026

PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

COMMONWEALTH OF PENNSYLVANIA

CERTIFICATE OF TITLE FOR A VEHICLE

FUEL: GAS

251978874000081 002

5TDZZ3DC9H5826749 <small>VEHICLE IDENTIFICATION NUMBER</small>		2017 <small>YEAR</small>	TOYOTA <small>MAKE OF VEHICLE</small>	79957264103 SU <small>TITLE NUMBER</small>	
SW <small>BODY TYPE</small>	0 <small>DUP</small>	PA <small>PRIOR TITLE STATE</small>	07/16/25 <small>ODOM. PROC. DATE</small>	190440 <small>ODOM. MILES</small>	0 <small>ODOM. STATUS</small>
01/16/19 <small>DATE PA TITLED</small>	07/16/25 <small>DATE OF ISSUE</small>	 <small>UNLOADED WEIGHT</small>	 <small>GVWR</small>	 <small>GVWR</small>	 <small>TITLE BRANDS</small>

REGISTERED OWNER(S)

SURE STEP TRANSIT LLC
815 SEYMOUR ST
LANCASTER PA 17603

Commonwealth of Pennsylvania
Department of Transportation

- ODOMETER STATUS**

 - 0 = ACTUAL MILEAGE
 - 1 = MILEAGE EXCEEDS THE MECHANICAL LIMITS
 - 2 = NOT THE ACTUAL MILEAGE
 - 3 = NOT THE ACTUAL MILEAGE-ODOMETER TAMPERING VERIFIED
 - 4 = EXEMPT FROM ODOMETER DISCLOSURE

TITLE BRANDS

 - A = ANTIQUE VEHICLE
 - C = CLASSIC VEHICLE
 - D = COLLECTIBLE VEHICLE
 - F = OUT OF COUNTRY
 - G = ORIGINALLY MFGD. FOR NON-U.S. DISTRIBUTION
 - H = AGRICULTURAL VEHICLE
 - L = LOGGING VEHICLE
 - P = IS/WAS A POLICE VEHICLE
 - R = RECONSTRUCTED
 - S = STREET ROD
 - T = RECOVERED THEFT VEHICLE
 - V = VEHICLE CONTAINS REISSUED VIN
 - W = FLOOD VEHICLE
 - X = IS/WAS A TAXI

FIRST LIEN FAVOR OF:

SECOND LIEN FAVOR OF:

FIRST LIEN RELEASED _____ DATE

If a second lienholder is listed upon satisfaction of the first lien, the first lienholder must forward this Certificate of Title to the Bureau of Motor Vehicles with the appropriate form and fee.

BY _____ AUTHORIZED REPRESENTATIVE

SECOND LIEN RELEASED _____ DATE

MAILING ADDRESS

BY _____ AUTHORIZED REPRESENTATIVE

000000

SURE STEP TRANSIT LLC
815 SEYMOUR ST
LANCASTER PA 17603



I certify as of the date of issue, the official records of the Pennsylvania Department of Transportation reflect that the person(s) or company named herein is the lawful owner of the said vehicle.

MICHAEL B. CARROLL

Secretary of Transportation

D. APPLICATION FOR TITLE AND LIEN INFORMATION

TO BE COMPLETED BY PURCHASER WHEN VEHICLE IS SOLD AND THE APPROPRIATE SECTIONS ON THE REVERSE SIDE OF THIS DOCUMENT ARE COMPLETED.

SUBSCRIBED AND SWORN TO BEFORE ME: _____ NO _____ DAY _____ YEAR

If a co-purchaser other than your spouse is listed and you want the title to be listed as "Joint Tenants With Right of Survivorship" (on death of one owner, title goes to surviving owner) CHECK HERE . Otherwise, the title will be issued as "Tenants in Common" (on death of one owner, interest of deceased owner goes to his/her heirs or estate).

SIGNATURE OF PERSON APPLYING FOR TITLE

IF NO LIEN, CHECK IS THIS AN ELT? (IF YES, FIN REQUIRED) YES NO

SIGNATURE OF PERSON APPLYING FOR TITLE

1ST LIENHOLDER FINANCIAL INSTITUTION NUMBER: _____

1ST LIENHOLDER NAME _____

STREET _____

CITY _____ STATE _____ ZIP _____

The undersigned hereby makes application for Certificate of Title to the vehicle described above, subject to the restrictions and other legal claims set forth here.

IF NO 2ND LIEN, CHECK IS THIS AN ELT? (IF YES, FIN REQUIRED) YES NO

2ND LIENHOLDER FINANCIAL INSTITUTION NUMBER: _____

2ND LIENHOLDER NAME _____

STREET _____

CITY _____ STATE _____ ZIP _____

SIGNATURE OF APPLICANT OR AUTHORIZED OWNER

SIGNATURE OF CO-APPLICANT/TITLE OF AUTHORIZED OWNER

94720269

DO NOT ACCEPT DOCUMENT WITHOUT VERIFYING THE PRESENCE OF THE LIBERTY BELL WATERMARK

COMMONWEALTH OF PENNSYLVANIA
CERTIFICATE OF TITLE FOR A VEHICLE

FUEL: GAS

251978874060081 001

5TDZZ3DCBL8084086 | 2020 | TOYOTA | 94404194703 SU
VEHICLE IDENTIFICATION NUMBER YEAR MAKE OF VEHICLE TITLE NUMBER

GM | 0 | PA | 07/16/25 | 118858 | 0
BODY TYPE DUP SEAT CAP PRIOR TITLE STATE ODOM. PROCD. DATE ODOM. MILES ODOM. STATUS

09/03/22 | 07/16/25 | | | | | |
DATE PA TITLED DATE OF ISSUE UNLADEN WEIGHT GVWR GVWR TITLE BRANDS

ODOMETER STATUS	
0	ACTUAL MILEAGE
1	MILEAGE EXCEEDS THE MECHANICAL LIMITS
2	NOT THE ACTUAL MILEAGE
3	NOT THE ACTUAL MILEAGE-ODOMETER TAMPERING SUSPECT
4	EXEMPT FROM ODOMETER DISCLOSURE
TITLE BRANDS	
A	ANTIQUE VEHICLE
C	CLASSIC VEHICLE
D	COLLECTIBLE VEHICLE
F	OUT OF COUNTRY
G	ORIGINALLY SAFED FOR NON-U.S. DISTRIBUTION
H	AGRICULTURAL VEHICLE
L	LOCOMOTIVE
P	IS/WAS A POLICE VEHICLE
R	RECONSTRUCTED
S	STREET ROD
T	RECOVERED THEFT VEHICLE
V	VEHICLE CONTAINS REISSUED VIN
W	FLOOD VEHICLE
X	IS/WAS A TAXI

REGISTERED OWNER(S)
SURE STEP TRANSIT LLC
 815 SEYMOUR ST
 LANCASTER PA 17603

FIRST LIEN FAVOR OF:

SECOND LIEN FAVOR OF:

FIRST LIEN RELEASED _____ DATE _____

BY _____ AUTHORIZED REPRESENTATIVE

MAILING ADDRESS

000000
SURE STEP TRANSIT LLC
 815 SEYMOUR ST
 LANCASTER PA 17603

SECOND LIEN RELEASED _____ DATE _____

BY _____ AUTHORIZED REPRESENTATIVE

If a second lienholder is listed upon satisfaction of the first lien, the first lienholder must forward this Certificate of Title to the Bureau of Motor Vehicles with the appropriate form and fee.



pennsylvania
 DEPARTMENT OF TRANSPORTATION

MICHAEL B. CARROLL

Secretary of Transportation

D. APPLICATION FOR TITLE AND LIEN INFORMATION

SUBSCRIBED AND SWORN TO BEFORE ME: _____ MO _____ DAY _____ YEAR _____

SIGNATURE OF PERSON ADMINISTERING OATH

The undersigned hereby makes application for Certificate of Title to the vehicle described above, subject to the encumbrances and other legal claims set forth here.

SIGNATURE OF APPLICANT OR AUTHORIZED SIGNER

SIGNATURE OF CO-APPLICANT/TITLE OF AUTHORIZED SIGNER

TO BE COMPLETED BY PURCHASER WHEN VEHICLE IS SOLD AND THE APPROPRIATE SECTIONS ON THE REVERSE SIDE OF THIS DOCUMENT ARE COMPLETED

If a co-purchaser other than your spouse is listed and you want the title to be listed as "Joint Tenants With Right of Survivorship" (on death of one owner, title goes to surviving owner) CHECK HERE . Otherwise, the title will be issued as "Tenants in Common" (on death of one owner, interest of deceased owner goes to his/her heirs or estate).

IF NO LIEN, CHECK IS THIS AN ELT? (IF YES, PIN REQUIRED) YES NO

1ST LIENHOLDER FINANCIAL INSTITUTION NUMBER: _____

1ST LIENHOLDER NAME _____

STREET _____

CITY _____ STATE _____ ZIP _____

IF NO 2ND LIEN, CHECK IS THIS AN ELT? (IF YES, PIN REQUIRED) YES NO

2ND LIENHOLDER FINANCIAL INSTITUTION NUMBER: _____

2ND LIENHOLDER NAME _____

STREET _____

CITY _____ STATE _____ ZIP _____

94720268

STORE IN A SAFE PLACE - IF LOST APPLY FOR A DUPLICATE - ANY ALTERATION OR ERASURE VOIDS THIS TITLE