Chris Aquino

From: WMATC E-Filing <administrator@wmatc.gov>
Sent: Thursday, January 30, 2014 2:35 PM
To: Chris Aquino
Subject: 2014 Annual Report - WMATC No: 1741, Carrier Name: Potomac Tours, LLC

Washington Metropolitan Area Transit Commission
2014 Carrier Annual Report Form

FILING INFORMATION:

- Each carrier holding a WMATC certificate of authority on January 1, 2014, must file a complete 2014 annual report and pay a $150 annual fee on or before **January 31, 2014.** To be timely, the report and fee must be received at WMATC's office by 4:30 p.m. (or submitted online by 11:59 p.m.) on that date.
- Incomplete annual reports will not be accepted. All fields marked with an asterisk (*) must be completed. If any information is missing or incorrect, make all necessary corrections.
- Each carrier that fails to file a complete annual report on time will be assessed a **$150 late fee**. Each carrier that fails to pay the $150 annual fee on time will be assessed a separate **$150 late fee**.
- The WMATC operating authority of each carrier that has not filed a complete annual report and paid its annual fee and any assessed late fees will be automatically suspended effective May 2, 2014.
- Filing an annual report containing false information, or omitting information, may result in the assessment of a civil forfeiture.

Read the accompanying instructions carefully before completing this form.

1. ANNUAL REPORT OF:
WMATC No.: 1741
Name of Carrier (as shown on certificate of authority): Potomac Tours, LLC
Trade Name:
Principal Place of Business
Street Address: 19100 Kinglet Place
Apt./Suite:
City: Gaithersburg
State: MD
Zip: 20879

Mailing Address (if different from street address)
Street: PO Box 771
Apt./Suite:
City: Gaithersburg
State: MD
Zip: 20879

Telephone Number: (301)869-8687
Other Telephone:
Fax Number: (301)869-8687
E-mail: eric@potomactours.com

2. OTHER PASSENGER CARRIER AUTHORITY (if applicable, list carrier/permit number):
USDOT No.: 2033152
DCTC No.:
Virginia DMV passenger carrier No.:
Maryland PSC No.: 4218

3. CARRIER CONTACT PERSON (at mailing address to whom we should direct inquiries):
Name: Eric David
Title: Chief Executive Officer
Telephone Number: (301)869-8687
Other Telephone:
Fax Number: (301)869-8688
E-mail: eric@potomactours.com

4. REGISTERED AGENT INSIDE THE METROPOLITAN DISTRICT FOR SERVICE OF PROCESS
*Complete section 4 only if the principal place of business in section 1 is outside the Metropolitan District. The Metropolitan District includes the District of Columbia, Prince George's Co., Montgomery Co., Alexandria Arlington, Fairfax, Falls Church, and Dulles Airport. For a full description, see www.wmatc.gov.

Name of Registered Agent for Service of Process:
Agent Address:
Apt./Suite:
City:
State:
Zip:
Telephone Number:
E-mail:

5. *CHANGES: Describe any merger, consolidation or other change in management, ownership, control, or form of organization that occurred after the previous year's annual report was filed, or if not applicable, after the carrier's certificate of authority was issued. If no changes are entered below, the carrier certifies that no such changes have occurred.

6. *LIST OF REVENUE VEHICLES USED IN WMATC OPERATIONS: (1) list your vehicles below; **or** (2) upload a complete vehicle list to this form. Include **all** required information.

Fleet No.	Year	Make	Vehicle VIN	License Plate	State	Seating Cap.	Wheel Chair
718	2014	Prevost	2PCH33490EC712495	023P89	MD	57	No
716	1998	MCI	1M8TRMPA3WP060168	017P45	MD	57	No

***Filer has chosen vehicle list option (1), vehicles listed above. No vehicle list file was uploaded.**

7. *CERTIFICATION:
I certify that this report, including any attachments, was prepared by me and under my supervision, that I have examined it, and that the information contained in it is true, correct, and complete as of this date.

Name: Eric David
Title: CEO
Date: 01/30/2014