

## TAXICAB CO. & DRIVER LICENSING PROCEDURE

If there are any changes to your insurance, vehicles or drivers through out the year, you must inform the City of Hood River immediately.

### **BUSINESS OWNER:**

1. Provide to Applicant packet containing:
  - Application for Taxicab Business
  - Business/Driver Checklist
  - HRMC 5.20
  - Resolution 2005-18 (Rates)
  - ORS 30.270
  
2. Applicant to provide to City Recorder:
  - \_\_\_\_\_ Completed Application for Taxicab Business (**date stamp when received**)
  - \_\_\_\_\_ Fee (Business) - \$100/yr. (per vehicle); \$76 after July 1<sup>st</sup>
  - \_\_\_\_\_ \$12 check or money order written to Oregon State Police for Background Check
  - \_\_\_\_\_ Copy of valid OR/WA Driver License  
(check vehicle capacity - Class C CDL required for vehicles for 16 or more)
  - \_\_\_\_\_ Schedule of Rates (initial rates, changes require Council approval)
  - \_\_\_\_\_ Insurance certificate (per ORS 30.270) for each vehicle, policy must provide for 30-day cancellation notice to City
  - \_\_\_\_\_ Taxicab Inspection Sheet (completed by PD). This is done annually for each vehicle
  - \_\_\_\_\_ Fingerprint Card(s) fingerprinting is done @ the Police Dept.
  - \_\_\_\_\_ Fingerprint Card(s) – mail to Salem

**Taxi Driver Permits expire January 15<sup>th</sup> of each year. Start renewal process by December 1<sup>st</sup>.**

### **DRIVER:**

1. Provide to Applicant packet containing:
  - Application for Each Driver
  - Business/Driver Checklist
  - HRMC 5.20
  
2. Applicant to provide City Recorder:
  - \_\_\_\_\_ Completed Application for each taxicab driver (**date stamp when received**)
  - \_\_\_\_\_ Fee (Driver – New/Renewal) - \$59/yr.
  - \_\_\_\_\_ \$12 check or money order written to Oregon State Police for Background Check
  - \_\_\_\_\_ Copy of valid OR/WA Driver License  
(check vehicle capacity - Class C CDL required for vehicles for 16 or more)
  - \_\_\_\_\_ Insurance certificate (per ORS 30.270) showing driver as additional insured under company policy, policy must provide for 30-day cancellation notice to City
  - \_\_\_\_\_ Fingerprint Card(s) fingerprinting is done @ the Police Dept.
  - \_\_\_\_\_ Fingerprint Card(s) – mail to Salem

**Taxi Driver Permits expire January 15<sup>th</sup> of each year. Start renewal process by December 1<sup>st</sup>.**