

TAXICAB CO. & DRIVER LICENSING PROCEDURE

If there are any changes to your insurance, vehicles, or drivers throughout 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
 - Rates Sheet – updated July 1, 2024
 - ORS 30.270

2. Applicant to provide to City Recorder:
 - _____ Completed Application for Taxicab Business (**date stamp when received**)
 - _____ Fee (Business) - \$104/yr. (per vehicle); \$79 after July 1st
 - _____ \$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 15th of each year. Start renewal process by December 1st.

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) - \$61/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

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