

## TAXICAB BUSINESS LICENSE AND DRIVER LICENSE APPLICATION INSTRUCTIONS

### Taxicab

(City Code Chapter 21)

Forms needed (revised 4/21/2020):

1) Application for Taxicab **BUSINESS** License (fees not pro-rated per City Manager)

INCLUDE:

- a) Copy of Vehicle's Registration
  - i) Vehicle must be registered in the name of the company or to an owner
- b) Proof of Insurance Coverage
  - i) Proof insurer is aware the vehicle will be used as a taxicab
  - ii) Proof drivers are insured to drive that particular vehicle
- c) Needs Zoning Administrator's Approval
- d) Taxi and Bus Service License Fee: \$50 per vehicle per year

2) Application for License as Taxicab **DRIVER** (fees not pro-rated per City Manager)

INCLUDE:

- a) A statement from a physician, licensed to practice in the state, "that he has examined the applicant and finds that the applicant is physically and mentally capable of driving a taxicab safely" (we need this specific statement)
    - i) If they have a DOT Health Certificate (Medical Examiner's Certificate) that expires after the term of the Taxicab Driver license, then we can use it
  - b) Criminal Record Release  
<https://www.nh.gov/safety/divisions/nhsp/jib/crimrecords/documents/dssp256.pdf>
    - i) For a potential driver, we can use a copy of the Criminal Record Release, if it is less than one year old (we must be able to verify that it is certified)
  - c) Motor Vehicle Record Release (Certified Copy)  
<https://www.nh.gov/safety/divisions/dmv/forms/documents/dsmv505.pdf>
    - i) The standard in the City Code outlines that in order to deny someone a license, their convictions would have to demonstrate that they are a "probable safety risk." [speeding tickets and "Yellow Line," as listed on Driver Record Report, are not probable safety risks]
    - ii) For a potential driver, we can use a copy of the Motor Vehicle Record Release if it is less than one year old (we must be able to verify that it is certified)
  - d) Proof of Insurance Coverage
    - i) Proof drivers are insured to drive that particular vehicle
  - e) Taxicab Driver License fee: \$25 per year
- 3) License term for Taxicab Business and Drivers: May 1 through April 30