How to Apply for a Taxi/Paratransit Service

- Complete attached application. Each person named as a certificate holder must fill out a separate "Applicant Information" form. Application must be notarized.
- 2. Requirements, to be turned in with the application:
 - a. Statement of qualifications and experience for each person named as a certificate holder
 - b. Copy of Oklahoma Drivers License for each person named as a certificate holder and a copy of the Social Security card. If the Social Security card has the work restriction language, another qualifying document will be required.
 - c. Fingerprints for each person named as a certificate holder. Fingerprints must be obtained at the Tulsa County Sheriff's Office at 1^{st} & Denver. The fee is \$10 for digitally scanned prints, and is only payable by check or money order.
 - d. Color Scheme Approval Request
 - e. FCC License (Taxi only)
 - f. Insurance Policy
 - g. Certificate of Insurance (with cancellation notice set at minimum of 15 days)
 - h. Driver Manifest (Taxi only)
 - i. Schedule of Fares
 - j. Oklahoma Sales Tax Permit (if applicable)

3. Fees:

- a. \$75.00 processing fee for certificate application.
- b. \$19.00 fingerprint processing fee per applicant.
- c. If more than two applicants, a \$20.00 fee per additional person.
- d. Upon approval, the Certificate fee calculated on the basis of Thirty-Six Dollars (\$36.00) per vehicle shall be assessed.
- 4. After submitting a completed application, a background investigation will be conducted. If the director finds that the application is complete and that applicant has met the requirements set forth in Sections 105 and 106 of Title 36 Chapter 1 "Taxicab and Paratransit Vehicle Regulations", he shall issue a certificate to the applicant. The Director shall review the application within a reasonable time after its completion. Applicant will then be notified that the certificate is ready to be issued.
- 5. Please call License and Collections with questions.

Taxi/Paratransit Service Application

Type of Service

☐ Taxi	☐ Paratransit ☐ (If Paratransit, designat			
Limousine	☐ Horse-drawn ca	☐ Horse-drawn carriages		
☐ Physically limited transport	☐ Wheelchair tran			
Other				
_				
Name of Business:				
(Single Trade Name)				
Business Address:	City	State	Zip Code	
			•	
Mailing Address:	City	State	Zip Code	
Business Phone:(Published in a Tulsa Directory)				
Form of Business: Sole Proprietorshi	p Partnership	Corporat	tion	
Contact Person:				
Phone:	Alternate Phone:			
Number of Vehicles to be Placed Imm	nediately Into Service:			
Number of Drivers to be Immediately	Employed:			
Insurance Carrier Information:(Attach Certificate of Insurance and Policy)				
(Attach Certificate of Insurance and Policy)	Name			
Complete address, including City, State and Zip	Phone number/Contact person			
Sales Tax ID Number (if applicable):				

Taxi/Paratransit Service Application

List Each Vehicle to be Used In Service (Year, Make, Model and VIN): (Ten taxicabs minimum requirement to start new business)
Certificate of Title with correct owner's name must be provided for each vehicle
Certificate of Insurance must be provided for each vehicle with correct information listed and cancellation notice set at minimum of 15 days.
Describe Taximeter type and design intended to be used in vehicles:

Color Scheme Approval Request TRO, Title 36, §137(A)

		Taxicab	☐ Paratran	sit		
	Scheme Description:					
Office	e Notes:					
	Applicant Proposed Company Na					
	se & Collections Manage		Initial	Date		
Treasury Division Manager Review	ew _	Initial	Date		_	
	Approve		Deny			
	Director of Finar	nce	Michael P. Kier		Date	
	Date Submitted b	y Applicant				

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Please Return to Business Licensing, Hartford Building, 111 S. Greenwood

Rates of Fare

As stated in Title 36, Section 134, please provide the following information:

Mileage charges after pickup:	\$		
Waiting time:	\$		
Luggage charges per bag:	\$		
Sales taxes:	\$		
Toll charges:	\$		
Extra passenger charges:	\$		
A minimum departure charge from	om Tulsa International <i>i</i>	Airport:	\$
A minimum departure charge from Tulsa International Airport:	om a location other than	า	\$
Fixed rates may be utilized between rates are filed with the Director Please list fixed rates below:			
Location			Fare
			\$
			\$
			\$
			\$
			\$
			\$

Taxi/Paratransit Service Application Applicant Information (Must be filled out for each applicant having a direct interest in business)

Full Name:				
Date of Birth:	SSN:		DL#:	
Are you a U.S. Citizen? (Proof of legal permission to work v	will be required for applican	ts answering "NO")	□YES□NO	
Are you an Oklahoma re		as anomaling tro	☐ YES ☐ NO	
Residential Address:	Street	C ity	State	Zip Code
Phone Number:				
Have you had a franchis do business as a taxical any jurisdiction? Do you have any such r	o or paratransit se	rvice revoked b		
Have you been charged confinement for any felo Do you have felony cha	ony in the past 10		□YES □ NO □YES □ NO	
Have you been charged confinement for any cripprostitution-related offensoffenses or controlled-spast 10 years? Do you have any such controlled to the control of the cont	me involving prost ses, public lewdne ubstance-related o	itution or ss, sexual offenses in the	□YES□NO □YES□NO	
Are you subject to any o	outstanding warra	nts for arrest?	☐ YES ☐ NO	
If you answered YES documentation listing		•	•	attach
I certify that all of the informati belief. Further, I understand tha the certificate. I hereby authoriz verify information applicable to th	at furnishing false or inco ze this department to co	orrect information is g induct an investigation	rounds for denial or r	evocation c
Applicant's signature			Date	
Subscribed and sworn to before	e me this da	ay of	, 200	·
My commission expires	Notary Publ	lic		mission #