

MITCHELL J. LANDRIEU JARED MUNSTER MAYOR

Application for Renewal of For Hire Operator's Permit

DIRECTOR

Instruction Sheet

Type or print neatly.

All questions must be answered completely. **Do not leave blanks: note N/A if not** applicable. Please note that an incomplete application will not be accepted. Application must be completed, signed. Application must be notarized if not signed in the presence of Taxicab Bureau Staff.

- **Submit as attachment #1:** Proof of Citizenship, residency, or authority to work in the U. S. Acceptable Documents: Birth Certificate, Certificate of Naturalization, valid U.S. Passport, Permanent Resident Card, or Work Authorization Document.
- **Submit as attachment #2:** Proof of Residency. The applicant must reside in Orleans, Jefferson, St. Bernard, St. Tammany, Plaquemines, St. Charles, St. John the Baptist, or St. James Parishes.

Acceptable Documents: Utility bill, water bill, landline telephone bill, mortgage/rental agreement in applicant's name.

- **Submit as attachment #3:** Certified Motor Vehicle Record (MVR) for the past two (2) years. All MVR's over 30 days old will not be accepted. Document may be obtained online at www.expresslane.org (Go to driver's services and select official driving records online).
- **Submit as attachment #4:** Letter from approved company indicating that the applicant has successfully completed training.
- Submit as attachment #5: An employment letter or independent operator agreement, **completed by the company,** in which the driver will be working.

DRUG SCREENING, FEDERAL BACKGROUND CHECK, AND PROOF OF RESIDENCY ARE REQUIRED FOR EACH APPLICANT.

You are encouraged to familiarize yourself with New Orleans Code Chapter 162 A copy may be obtained from the Clerk of Courts' office, or online at www.municode.com.

Please govern yourself accordingly.

NOTICE: An applicant shall not be eligible for a for hire operator's permit if he/she does **not** meet or **maintain** the following requirements:

- (1) Be at least 18 years of age.
- (2) Valid Louisiana Chauffeur's License or Commercial Driver's License (CDL).
- (3) An applicant for a driver's permit must have resided for the past 6 months and presently resides in this parish or in one of the listed contiguous or non-contiguous parishes.
- (4) Must be able to read and write English.
- (5) Successfully complete a driver's training course for new applicants administered by a company or third party company approved by the bureau.
- (6) Shall never have been convicted of anywhere under the laws of this state or any other state or of the United States of the offense or offenses equivalent thereto of homicide, aggravated rape, aggravated battery, simple rape, aggravated kidnapping, aggravated burglary, armed robbery, attempted aggravated battery, attempted aggravated rape, attempted aggravated robbery, aggravated assault, or sale of narcotics.
- (7) Shall never have been convicted of multiple felony offenses.
- (8) Shall not have been convicted of pandering, prostitution, soliciting for prostitution or illegal possession or use of narcotics within five years of the date of filing an application; nor shall the applicant have served any part of a sentence thereof within five years before the date of filing such application.
- (9) Successfully complete annual driver's training course administered by a company approved by the Bureau.
- (10) All taxicabs shall be equipped with an operating two-way radio installed.
- (11) Must successfully complete drug screening within ten (10) days of application.
- (12) Maintain daily trip sheets, which shall be retained by the driver for a period of 90 days. Trip sheets must be kept in the vehicle for 48 hours immediately following the date that those trips occurred.
- (13) Provide the bureau with notice of change of address within three (3) days of such change.

Applicant's Initials

- (14) No permit shall be granted if the applicant fails to meet the requirements of this chapter or if the applicant provides the Bureau with false, misleading or incomplete information. Permits issued on the basis of false, misleading or incomplete information furnished by the applicant may be revoked by the director of the department of safety and permits.
- (15) Operator's permit may be renewed up to ninety (90) days prior to expiration.
- (16) Operators may not operate with an expired permit.
- (17) It shall be unlawful for any owner or any driver to transport or offer to transport for pay or any passenger or to drive any vehicle for which a permit has been issued while such vehicle is unsafe and in an unsuitable condition for use, whether or not such vehicle bears a current renewal certificate.
- (18) It shall be unlawful for an operator to operate a vehicle that does not have valid certificate of inspection.
- (19) It shall be unlawful for an operator to operate a vehicle that does not have valid insurance coverage.
- (20) Every for hire vehicle shall be operated in accordance with the laws of the state and the laws of the city and with due regard for the safety, comfort and convenience of passengers and for the safe and careful transportation of property and for the safety of the general public.
- (21) No for hire vehicle shall be operated at a rate of speed greater than that established by state laws or by this Code; nor, in any event, without proper regard for traffic surface and width of the highway and the hazards at intersections and any other conditions when existing; nor in such a manner or condition as to endanger or to be likely to endanger the safety of passengers, pedestrians, vehicles or the persons and property of others.
- (22) It shall be unlawful for any person to drive or operate any vehicle regulated by this chapter with or without passengers while under the influence of intoxicating liquor or narcotic drugs or any barbituric acid derivative or any central nervous system stimulant, or to sell, use or to possess any such narcotic drugs or any barbituric acid derivative or central nervous system except while under treatment of a licensed physician with the medication in a prescription bottle.

- (23) No person to whom a driver's permit has been issued under the provisions of this article shall interfere with, impede, obstruct the legal operation of or intentionally damage any vehicle or its equipment authorized to operate under the provisions of this chapter; nor shall any person threaten, abuse, insult, provoke, interfere with, impede or obstruct any passenger, prospective passenger or any other person in connection with operations under this chapter.
- (24) No driver shall smoke a cigarette, cigar, or pipe; nor shall the driver possess a lighted cigarette, cigar or pipe while the vehicle is occupied by a passenger.
- (25) While operating a for hire vehicle a driver shall be neat and clean in appearance at all times.
- (26) Drivers are required to notify the Bureau when lost items are recovered. Such notice shall be provided within one working day of the discovery of the article and should contain the following information:
 - a. Description of the article
 - b. Location where the article was found
- (27) All recovered items must be deposited with the Bureau within two working days of their discovery.
- (28) Driver shall keep the interior of vehicle clean and in a sanitary condition at all times.

 The exterior of each vehicle shall at all times be kept in a presentable condition.
- (29) Every driver of a taxicab shall display a Passenger Rights sign, approved by the Bureau, on the back of the front seat of each vehicle operated. In addition, such sign shall be positioned as to be clearly visible to passengers.

Specific causes for suspension or revocation.

- (1) The Director of the department of safety and permits, or a duly designated agent, is hereby given authority to suspend for a period not exceeding 90 days or revoke, pursuant to the applicable procedure, any driver's permit or CPNC for due cause whenever such party has to his/her discredit one of the following:
 - a. Conviction in any court for violating any of the disqualifying provisions of this article;
 - b. Finding by the Bureau after administrative hearings as set out hereinafter, that the holder of the CPNC has failed to comply with the provisions of this chapter;
 - c. A combination of convictions in any court and/or suspensions totaling five within one year;
 - d. Operation of a vehicle regulated by the provisions of this article when the operator's permit is under suspension;
 - e. Investigation by the Bureau revealing that the permit holder falsified or concealed information which would have disqualified such applicant as a recipient of a permit under this chapter.



Taxicab and For Hire Vehicle Bureau

1. Full Name	
1. Full NameResidence Address:	
City, State, Zip Code:	
Home Phone:	_
Work Phone:	-
Date of Birth:	_
Social Security Number:	_
Louisiana Driver's License #	Expiration Date:
List All Previous Addresses within the past ten (10) years	
2. Are you authorized to work in the United States by the	immigration laws or the Attorney
General of the United States?	
YES [] NO []	

	ve lapses of consciousnes lity to drive safely?	ss or other mental o	or physical disabilities, which may
affect your dor	YES []	NO[]If yes.	, explain:
Criminal His	tory		
convicted of of aggravated bat attempted aggrattempted aggrattempted aggratempted a	one of the following of tery, simple rape, aggravared battery, attemp	fenses equivalent vated kidnapping, a bted aggravated be	I guilty, been found guilty, or be thereto homicide, aggravated rap aggravated burglary, armed robber attery, attempted aggravated rap e of narcotics, regardless of wheth
	YES[]	NO	0[]
If yes, c	omplete the following fo	or each and attach so	upporting documentation:
NAME	CHARGE	DATE	COURT & LOCATION

or illegal pos	ssession or use of narcotics	s within five years p	receding this application?
	YES[]	NO []
If ye	es, complete the following	for each and attach	supporting documentation:
NAME	CHARGE	DATE	COURT & LOCATION
•			, been found guilty, or been convicted lless of whether adjudication has been
	YES[]	NO []
If ye	es, complete the following	for each and attach	supporting documentation:
NAME	CHARGE	DATE	COURT & LOCATION
of any felony		dication has been with	
If yo		_	supporting documentation:
NAME	CHARGE	DATE	COURT & LOCATION

Have you ever been charged, pled nolo contendere, pled guilty, been found guilty, or been

convicted of one of the following offenses: pandering, prostitution, soliciting for prostitution,

Have you	ever been charged, pled nolo	contendere, ple	ed guilty, been found guilty, or been
convicted o	of any crime not already stated	l within the fiv	e (5) years preceding the date of the
application	, regardless of whether adjudica	ation has been	withheld?
	YES[]	NO []	
If	yes, complete the following for	each and attac	h supporting documentation:
NAME	CHARGE	DATE	COURT & LOCATION
Transport	tation Experience:		
Do you hol	ld any interest (legal, equitable	e, or beneficial,	financial, shareholder, or otherwise)
in any City	of New Orleans CPNC(s)?		
	YES[]	NO[]	
If :	yes, complete the following for	each and attac	h supporting documentation:
Have you e	ever had a City of New Orlea	ns vehicle for	hire operator's license suspended or
	YES[]	NO[]	
If yo	es, complete the following for o	each and attach	supporting documentation:

of Louisiana Department of Motor Venicle Services?
YES [] NO []
If yes, complete the following for each and attach supporting documentation:
Do you have any unsatisfied civil penalty or civil judgment pertaining to for-hire vehic
operations?
YES[] NO[]
If yes, complete the following for each and attach supporting documentation:
Have you ever been enjoined by a court of competent jurisdiction from engaging in the fo
hire vehicle business or enjoined by a court of competent jurisdiction with respect to any of
the requirements of New Orleans City Code Chapter 162?
YES [] NO []
If yes, complete the following for each and attach supporting documentation:
Do you have any outstanding fines/fees with another for-hire company?
YES[] NO[]
If yes, complete the following for each and attach supporting documentation:
in year, compress the rolle wing for even the distance copporting decommendation.

Has your authority for vehicle for hire services ever been revoked or suspended by the State

2. APPLICATION CERTIFICATION

BEFORE ME, THE UNDERSIGNED AUTHORITY,	, THIS DAY HAS PERSONA	ALLY
APPEARED	, who, bei	ing by
me first duly sworn, deposes and says that he/she is in	n accordance with New Orleans	s City
Code Chapter 162, and that all statements in this applicat	tion are true and correct.	
Signature of Applicant		
SWORN TO AND SUBSCRIBED BEFORE ME THIS_	DAY OF, 2	0
Print, or Type, and Stamp Commissioned	Signature of Notary Public	
Name of Notary Public	Digitature of Frottary 1 done	
·		
Personally Known Or Produced Identification	My Commission Expires:	
Type of Identification Produced		