Checklist for Taxi Operations

___ **Taxi Company Application (tan) $20.00 (annually March 1**)

A. Department of Criminal Investigation History Report (for each person listed as having ownership) Applicant is responsible for obtaining report. See separate "DCI" form. ($13.00 if mailing, $15.00 if faxing.)
B. Certified State of Iowa Driving Record (Can be obtained at Driver's License Department at Eastdale Mall, 1700 S. First Ave., Iowa City for $5.50)
C. Rate Card showing the fare rate, hours of operation and complaint procedure card shall contain the following language: "Complaints regarding this taxicab's compliance with applicable regulations may be directed to the Iowa City Police Department on the form available at the Department located at 410 E. Washington Street, Iowa City, Iowa 52240 (319) 356-5275". (5-2-7A)
D. Verification of 2 licensed vehicles and 2 drivers.

___ **Taxi License Decal Application (green) $60.00/ vehicle**

E. Certificate of Insurance (see Res. 07-334 for liability requirements.) Be sure to list each vehicle year, make and VIN number on policy. Policy should include 10 day prior written notice of any nonrenewal, suspension or cancellation; and one company certificate showing <u>all</u> vehicles.
F. Certificate of Inspection from City Equipment Division showing vehicle passed inspection.
G. Decals are for valid for a year (3/1/08 – 2/28/09). New inspections and decals will be required and necessary paperwork provided.
H. Decals will be issued 24 hours after receipt of completed application.

****

____ **Taxi driver I.D. Badge Application (blue) $7.50 per driver**, <u>per company</u> (required to drive)

I. Department of Criminal Investigation History Report
J. Certified State Driving Record (see above)
K. State Chauffeur's license
L. Police Chief review and approval
M. After Police Chief approval, the City Clerk's Office will issue driving badge when the approved application, DCI report, State certified driving record, and <u>Insurance documentation showing applicant (driver) is a covered driver under taxi company insurance policy are received. Badges are now issued to a driver at a specific company</u>.

IF YOU PLAN ON OPERATING A TAXI IN CORALVILLE, PLEASE CHECK WITH THEM ON THEIR REGULATIONS.

NOTE: If your taxi company will be driving on state highways or the Interstate you should check with IDOT Office for motor carrier requirements. Contact: Interstate Authority at (515) 237-3224.