



To ensure that your application is complete and to avoid delays, please provide all information requested below that is applicable to your project and provide a copy of the completed checklist with your application. If you have any questions, contact the Community Development Department.

- ☐ Completed & signed ***General Application Form.***
- ☐ Permit Requested
 - ☐ Taxi Service Only (City Council Approval)
 - ☐ Taxi Driver Approval Only (City Manager Approval)
 - ☐ Taxi Driver Renewal (City Manager Approval)
 - ☐ Combined Approval, Taxi Service and Taxi Driver (City Council Approval)

TAXI DRIVER APPROVAL

- ☐ All ***applicable fees. (\$20 Fee for new application, \$10 Fee for renewals §5.30.100(b))***
- ☐ Livescan
- ☐ Submit Proof of License or permit which, under federal, state, or local laws or regulations, the applicant is required to have in order to conduct the proposed business or proof of waiver of such applicable regulations.
- ☐ Must submit a photograph of the Applicant, taken within the last 60-days, prior to the date of filing the application, measuring two (2) inches, and showing the head and shoulders of the applicant in a clear and distinguishing manner.
- ☐ Applicant shall disclose his name, age, Social Security number, places and dates of residence during the previous five years, the names, addresses and occupations of two references residing within the county of Monterey, and such other information as the city manager may deem pertinent.

TAXI SERVICE

- ☐ All ***applicable fees. (\$100 Fee Deposit for Time and Materials §5.30.030(b))***
- ☐ Type of Company (Check one)
 - ☐ Natural Person

Name: _____



Community Development Department
Taxi Cab Checklist

Date of Birth: _____

Business address: _____

Applicant home address: _____

☐ Corporation.

Name of corporation: _____

State of Incorporation: _____

Date of Incorporation: _____

Name of shareholders/officers: _____

☐ Partnership

☐ Limited

☐ General

☐ Sole Proprietor

☐ Association

☐ Fictitious Company

Names of partners, persons comprising the association or company:

Place of business: _____

Residence of each partner/person: _____



☐ **Application shall be accompanied by a bond or policy of insurance.**

- ☐ Such policy shall have a single limit of not less than \$500,000 liability per vehicle with ten or less passengers and one million dollars liability per vehicle in excess of ten passengers. (**§5.30.110**)

☐ **Provide A Statement And Evidence Of Financial Responsibility**

(Describe how the business will be financially operated and attach additional information, if needed. Additional information may be required by the City Manager or City Council, and shall be to the satisfaction of the City Manager or City Council §5.30.030 (4).)

☐ **Five (5) copies** of each of the following exhibitions due at the time of application submittal. Any modifications/revisions, thereto, will require an additional five (5) copies to be submitted prior to further processing.

☐ ***Complete Project Description:***

- ☐ **Description of motor vehicles to be used** (*Disclose the manufacturer name, vehicle color, the motor number, and state license plate number of each vehicle, and the type of insignia §5.30.030 (2).*)
- ☐ **Number of vehicles**
- ☐ **Number of vehicles on duty per shift and number of drivers**
- ☐ **Detailed statement of proposed method of operation of said vehicle(s)**
- ☐ **Description of the type of service**
- ☐ **Hours of operation**
- ☐ **Proposed routes and schedules for regularly scheduled service on fixed routes or statement of the proposed method of operation of a nonscheduled service**
- ☐ **Statement of fares to be charged**
- ☐ **Street number and exact location of each place where applicant proposes to stand any such vehicle or pick up passengers**
- ☐ **Location for the *storage* of vehicles during non-operating hours**
- ☐ **Location for the service and maintenance of vehicles**

- ☐ Submit Proof of License or permit which, under federal, state, or local laws or regulations, the applicant is required to have in order to conduct the proposed business or proof of waiver of such applicable regulations.

☐ Complete the following **statements** please provide a separate page as needed:

- ☐ Please identify the name of the person who will be responsible or oversee day-to day operations.



Community Development Department
Taxi Cab Checklist

- ☐ Have any of the principals associated with this business been convicted of a felony?
If yes, please explain.

- ☐ Please describe in detail why there is a need for your proposed service.

- ☐ Provide information on whether the applicant has had an operating permit, franchise, license, or other authorization to operate a taxicab business revoked, suspended, or cancelled and the reasons why. Indicate the jurisdiction where this took place.

- ☐ How do you intend to market your services to the taxicab riding public?

- ☐ Do you plan to operate any other type of transportation business in The City of King now or in the future? If yes, please explain.

- ☐ Does the applicant have a training program for its drivers, please explain.

- ☐ Does the applicant currently lease cabs to drivers? If yes, please explain (if the applicant plans to lease vehicles to the drivers, please provide a sample copy of the lease agreement and the cost to the driver.)



Community Development Department
Taxi Cab Checklist

- ☐ Describe in detail how calls will be dispatched and how the applicant will monitor the dispatch operation and response times. How are calls allocated to drivers?

- ☐ What procedure do you follow when a complaint is received?

- ☐ Provide evidence of two-way communication in each authorized taxicab in use for both business use and in case of emergency. (provide attachment(s) as evidence of compliance.)

- ☐ Describe your record keeping and data generation procedure in terms of information produced and how the data can be used to measure performance.

- ☐ Does the applicant plan to have an office or other facility within The City of King? If yes, please explain.

- ☐ Will the applicant be requesting a stand(s) in the public street? If yes, please explain.



Community Development Department
Taxi Cab Checklist

- ☐ Have any of the passenger carrying vehicles operated by applicant been taken out of service for safety or other reasons by the California Highway Patrol, any other California law enforcement agency, or any Governmental Agency of this State? If yes, please explain.

- ☐ List names of all drivers operating the taxicab(s), California Driver's License Number and residence address of the driver (s). Including street, city, state and zip code and telephone number with area code. A photocopy of each driver's valid DMV license and a photocopy of both sides of the driver's permit.

- ☐ Does the applicant plan to serve the disables and the elderly? Please explain.

- ☐ Does your firm plan to accept credit cards for services provided?

- ☐ Does your firm plan to offer discounts or special fares? If yes, please explain.

Other information may be requested further into the planning process to clarify the project.