

LICENSING DIVISION

9621 Ridgehaven Court, PO Box 939062 San Diego, CA 92193-9062



INSTRUCTIONS FOR TAXICAB DRIVER

AGREEMENT/CHECK-OFF REQUIREMENTS

Upon receipt of the application, drivers agree to submit to the following requirements and to comply with all the laws, rules, and regulations pursuant to MTDB's Uniform Paratransit Ordinance.

Fraudulent, false, or misleading information will result in the denial of the Identification Card. Failure to comply or violation of the laws and regulations set forth by MTDB will be the basis for recommending denial, suspension or revocation and are subject to the General Managers Administrative Process and/or action.

Applications are accepted at the Sheriff's Administrative Center, License & Criminal Registration Division. Drug and alcohol tests must be received by our office before we can start the process. We highly recommend you call to make sure we have the results prior to coming to the office. Current business hours are located on our website, or you may call (858) 974-2020.

Office address: Sheriff's Administrative Center, License & Criminal Registration Division

9621 Ridgehaven Court, San Diego, CA 92123

REQUIRED DOCUMENTS

- 1. Completed Taxicab Driver's application.
- 2. Valid California Driver License
- 3. Safety Certificate (DQE Certificate) from MTS
- 4. Valid Business Tax Certificate if picking up in the City of San Diego
- Substance abuse test results and alcohol test results must be received by the Sheriff's Department BEFORE
 application will be accepted. Positive results may affect the approval of this license. Both tests are only valid for up to 30 days
 after the collection date.
- 6. **If not born in the United States**, driver must provide a valid Alien Registration Card, Employment Authorization card, Certificate of Naturalization or U.S. Passport.
- 7. **Hire Slip must be SIGNED AND DATED by an authorized signer of the Taxicab company.**The company must be registered with the Sheriff's Licensing & Criminal Registration Division and the authorized signature must be on file. An original signature is required on the Hire Slip and it must be dated by the authorized signer within seven business days of the date the driver comes into our office. Drivers cannot write the date on their own Hire Slip unless they are also an owner and authorized signer of the company.
- 8. **\$49.00 Live Scan Fee*** required for Initial applications or if a current driver has allowed the permit to expire by 30 days or more. A license that is 30 days or more expired requires the driver to reapply for a new license and be live scanned again.
- 9. \$121.00 Processing Fee* FOR INITIAL AND REAPPLY DRIVERS

*Fees are payable by cash, check or debit/credit card. An additional fee is charged for payments made by debit or credit. The fees are \$2.50 if paying by debit and \$3.00 if paying by credit card.



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BACKGROUND APPLICATION TAXICAB DRIVER IDENTIFICATION CARD

Full Name							
Full Name		e First Name Middle Name		liddle Name			
Any other na	me used, aliases p	past and present (includ	de maiden name)				
Phone Number		E-mail		Date of Birth	Date of Birth		
Place of Birth		Alien Registration Number		U.S. Citizen?	U.S. Citizen?		
Gender		California Driver's License		Social Security			
Height	Weight	Hair Color	Eye Color				
Residence Address							
Mailing Address							
1. Have you	u had a traffic ticke	et or accident while ope	erating a motor vehicle, in	the last 5 years?	YES[]	NO()	
2. Have you EVER been addicted to the use of narcotics or d			otics or dangerous drugs,	including alcohol?	YES[]	NO[]	
3. Are you	required to register	pursuant to Penal Code section 290?			YES[]	NO[]	
4. Have you	u EVER been arres	sted or convicted for any misdemeanor or felony offense?			YES[]	NO[]	
5. Are you	Are you currently under the supervision of any Court, Probation or Parole official?				YES[]	NO[]	
	If you answe	ered "yes" to question	ns 1, 2, 3, 4 or 5 above, p	olease explain on pa	age 3.		
ALL APPLICA	ANTS ARE SUBJEC	T TO A COMPLETE BAG	CKGROUND INVESTIGATION	ON			
			true and correct to the best of m. Mail to the address given on th				
naving all requir		nce for Transportation Servic		. с аррисански тимести			



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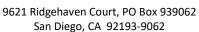
BACKGROUND APPLICATION TAXICAB DRIVER IDENTIFICATION CARD

Explanations for "Yes" answers on Page One

1.						
2.	Addiction to use of narc	cotics and/or dangero	us drugs: Date(s) and I	Гуре(s) of drugs:		
3.	Registered Sex Offendo	er: Date(s) of convic	tion(s), where registered	/registration number:		
4.	Convictions or Arrest:					
	Conviction Date	Place	Charge	Arresting Agency	Date Placed on Probation or Release Date	
5.	Supervising Agency:			Probation () Parole ()		
	Name of P.O			Reason		
	Date Placed on Supervision			How long?		



LICENSING DIVISION





TAXI OR PARATRANSIT DRIVER IDENTIFICATION COMPANY EMPLOYMENT / LEASE VERIFICATION SLIP (HIRE SLIP)

Taxi/Paratransit Placards and Taxi/Paratransit ID cards expired more than 30 days will require the driver to reapply and pay both the Initial and Live Scan fees.

One hire slip per company.

DRIVER'S SECTION

RIVER'S FULL NAME (printed):
RIVER'S SIGNATURE:
HERIFF LIC#
COMPANY SECTION TO BE COMPLETED BY THE COMPANY OWNER OR AUTHORIZED SIGNER
TaxiParatransitNon-EmergencyJitneyLow Speed Vehicle
OMPANY NAME:
OMPANY ADDRESS:
OMPANY PHONE #:
EHICLE COLOR: VEHICLE #:
OWNER'S SECTION TO BE COMPLETED BY THE COMPANY OWNER OR AUTHORIZED SIGNER
nereby certify that the driver listed in the "Driver's Section" is authorized to drive for the company listed in the Company Section." I further certify that I am the Owner or Authorized Signer for this company.
HECK ONLY ONE: [] YES - The vehicle above HAS a Medallion issued by Metropolitan Transit System (MTS)
[] NO - The vehicle above DOES NOT have a Medallion issued by Metropolitan Transit System (MTS
WNER/AUTHORIZED SIGNER'S NAME (printed):
WNER/AUTHORIZED SIGNATURE:
WNER'S PHONE NUMBER:
ATE:ONLY VALID FOR 7 BUSINESS DAYS

ONLY AUTHORIZED SIGNATURES ON FILE WITH THE LICENSE DIVISION WILL BE ACCEPTED. FORM MUST BE COMPLETELY FILLED OUT WITH AN ORIGINAL SIGNATURE (NO COPIES OF SIGNATURES) OR IT WILL BE REJECTED. FORMS MUST MATCH ALL INFORMATION ON FILE. NO PHOTOCOPIES WILL BE ACCEPTED.