

City of Sacramento
Department of Finance
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TAXICAB FLEET ASSOCIATION PERMIT AND REQUIRED OPERATIONS (TF-2)

Background

The City Council adopted Ordinance No. 2006-011 on January 22, 2006 repealing and re-enacting chapter 5.136 of the Sacramento City Code relating to the regulation and operation of taxicabs. No person shall engage in the business of operating a taxicab, taxicab company, taxicab fleet or taxi service in the city without first obtaining a Taxicab Fleet Association Permit.

Taxicab Fleet Association Operating Requirements

The Taxicab Fleet Association must adhere to the following requirements before a permit will be issued:

- The legal form of a Taxicab Fleet Association may include a business, partnership, corporations, company, sole proprietors, association governed by bylaws and articles of incorporation, and other legal entities.
- A single contact officer must be established who is authorized to bind the Taxicab Fleet Association and they shall be referred to as the Taxicab Fleet Association Manager. An Alternate Taxicab Fleet Association Manager must be established in case the Manager is unavailable.
- A color plan must be established which will enable the fleet to be easily identified.
- Maintain a minimum Taxicab Fleet size of no fewer than twenty-five (25) taxicabs operational at all times.
- Acquire and maintain a minimum of one (1) accessible taxicab in each Taxicab Fleet within six months of issuance of a permit.
- Maintain a staffed place of business within 10 miles of city limit, with telephone service and business facsimile number. The Association must provide twenty-four (24) hour dispatch service.
- Maintain a complaint intake procedure and respond to consumer complaints.
- Maintain liability insurance, which must be adequate to cover all vehicles permitted under the Taxicab Fleet Association.
- Post and maintain a "Passenger's Bill of Rights."
- Establish and maintain a trip log requirement for all drivers and taxicabs.
- Taxicab Fleet Association permits shall expire on December 31st of the year the permit was issued and must be renewed annually.

Taxicab Fleet Association Permit Application (Form TF-1)

- The application must be completed and submitted by the Taxicab Fleet Association Manager. The following information is required:
 - Applicant Name
 - Business Name, Address and Phone Number
 - Fleet Manager Name and Phone Number and Alternate Fleet Manager Name and Phone Number
 - Form of Business Entity and State of Incorporation (if applicable)
 - Description of Services Provided
 - Description of Fleet Color Plan
 - Sign and date the completed form.

The following must be submitted with the application:

- **Certificates of Insurance.**
 - One copy of the Associations certificates of liability insurance.
 - One copy of the Associations certificate of automobile insurance (if the Association owns the vehicles.)
- **Taxicab Fleet –Business Company Form (Form TF-3)**
 - Each taxicab business/company within an Association must be identified and the form completed with the following:
 - Business Name, Address and Phone number
 - Name of Fleet Association and Fleet Manger Name and Phone number
 - Description of vehicle color plan
 - List all vehicles owned by the taxicab business/company with vehicle license plate number, vehicle identification number (VIN) and list the rate/fare that will be charged by each vehicle.
 - Sign and date the completed form.
- **Taxicab Ownership Information Sheet (TF-5)**
 - Each owner with 10% or more interest in the company must complete this form:
 - Owners Name
 - Address, Percentage Interest and Position with company
 - Sign and date the completed form.
- **Taxicab Fleet Driver Verification Form (Form TF-6)**
 - Each driver within the Taxicab Fleet Association must be identified and the form completed with the following:
 - Drivers Name
 - Drivers California Drivers License number and expiration date
 - Taxicab Driver's Permit Number and expiration number (if no permit has been issued, leave blank.)
 - Attach copies of the City issued Taxicab Driver Permit for all drivers in the Association.
 - Sign and date the completed form.
- **Attach a copy of the City of Sacramento Business Operation Tax Certificate**