



**Dublin Police Services  
Taxi Owner/Driver  
Application  
Requirements & Instructions  
Dublin Municipal Code 6.76**



In accordance with Dublin Municipal Ordinance 6.76.070, it shall be unlawful to engage in a business of operating any taxi cab with the City, unless the owner has in his/her possession at the time of such operation, a valid, unrevoked owner's permit, in writing, from the Chief of Police.

To be eligible for a Taxi Owner/Driver Permit, the following requirements must be met:

- 1) Any owner who drives, operates, causes, or permits to be operated, any taxicab in the City shall maintain ability to respond in damages as required by Section 16500 of the California Vehicle Code (See Section 6.76.020 a&b of the City Ordinance for specific insurance coverage required).
- 2) Every taxi meter used by any taxi cab in the City shall be of a type and design approved by the Chief of Police and shall be so located in the taxicab as to render its figures visible to the passengers. Such taximeters shall be subject to inspection periodically by the Chief of Police. Should any taximeter prove to be inaccurate, it shall be replaced with one approved by the Chief of Police or be adjusted to his/her satisfaction.
- 3) The owner of every taxi cab shall at times keep on file with the Chief of Police an up-to-date schedule of fares charged for carrying passengers, which fares shall be approved by the Chief of Police before becoming effective. The driver of any taxicab shall give a receipt, upon request of any passenger, for the fare paid by such passenger.
- 4) Every taxicab shall have conspicuously displayed in full view of the passenger or passengers, a card not less than 2" x 4" in size which shall have stated thereon the name of the owner, the address and telephone number of the business, the owner's identification number of such vehicle and the rates of fares to be charged for the use of such vehicle.
- 5) Every driver that operates any taxicab in the City shall have in his possession a valid permit in writing from the Chief of Police.

**Please refer to Dublin Municipal Code 6.76 - Taxicabs - for detailed information regarding requirements.**

The fully completed Taxi Owner/Driver Permit Application form **must be accompanied** by the following:

- Two 2" x 2" color photos;
- Completed Live scan fingerprints;
- Statement of Necessity and Convenience;
- Certificate of Liability Insurance which lists EACH fleet vehicle by VIN# and names the City of Dublin as Additional Insured (each year);
- Copy of valid California Driver's license;
- Current vehicle registration and smog certification;
- Initial Application Fee of \$297.00; **OR**
- Renewal Application Fee of \$167.00 (non-refundable)

Once the Owner's Permit Application is approved, the following **must be submitted**:

- Copy of current City of Dublin Business License;
- Photograph of each fleet vehicle depicting color scheme and markings;
- Safety / Registration information for **EACH** fleet vehicle;
- Brake and Light Certification from a mechanic certified by the State of California, Department of Consumer Affairs, Bureau of Automotive Repairs; and
- Certification of inspection of rate meter from Alameda County, Weights and Measures.

If you have questions about the application for or other permit requirements, please contact Police Services at 925-833-6670 during regular business hours, (8:00 AM to 5:00 PM, Monday through Friday).

**As the owner of a taxi company, Government Code Section 53075.5(D) requires that the business owner notify the City upon termination of a driver's employment.**

**Processing of your application may take up to 6 weeks. You will be notified by telephone when your permit is ready for pick-up. Please note that your application form and payment WILL NOT be accepted by Dublin Police Services staff unless all of the above requirements have been met and any NON-REFUNDABLE fees are paid .**



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**COMPANY INFORMATION**

Company Name: \_\_\_\_\_  
 Company Address: \_\_\_\_\_  
 Company Phone: \_\_\_\_\_

**OWNER INFORMATION**

Owner's Name: \_\_\_\_\_  
 Residence Address: \_\_\_\_\_  
 Contact Phone: \_\_\_\_\_

Do you have any Criminal Convictions?  Yes  No

If YES, please describe:

Do you have any Traffic Violations and/or Accidents?  Yes  No

If YES, please describe:

**VEHICLE INFORMATION**

No. of Vehicles: \_\_\_\_\_ Color Scheme: \_\_\_\_\_

Schedule of Rates: \_\_\_\_\_

VIN # for ALL vehicles in fleet:

**INSURANCE INFORMATION**

Insurance Carrier: \_\_\_\_\_

Coverage Amounts: \_\_\_\_\_

**Failure to disclose criminal or driving history can result in permit being denied, suspended or revoked.  
 I understand that the initial application fee of \$297.00 (and additional cost of fingerprints, if necessary)  
 is NOT refundable.**

Owner's Signature: \_\_\_\_\_

Date: \_\_\_\_\_