



# VEHICLE FOR HIRE COMPANY OPERATOR LICENSE APPLICATION

PERMIT NO. \_\_\_\_\_  
RECEIVED: \_\_\_\_\_

CITY OF ROSEBURG  
900 SE DOUGLAS, ROSEBURG, OR 97470

**In accordance with Roseburg Municipal Code Chapter 9.08.020, no person shall operate a vehicle for hire company without first obtaining a vehicle for hire operator's license from the City Recorder. Vehicle for Hire Operator Licenses expire annually by December 31.**

## Taxicab or Limousine Company

Type of Application: \_\_\_\_\_ New **\$200.00 One Time Investigation Charge (non-refundable)**  
\_\_\_\_\_ Renewal **\$150.00 Per Cab or Limousine Annual License Fee**  
(1/2 if received after 7/1)

## Transportation Network Company (TNC)

Type of Application: \_\_\_\_\_ New **\$200.00 One Time Investigation Charge (non-refundable)**  
\_\_\_\_\_ Renewal **\$480.00 Annual Operator's License Fee (1/2 if received after 7/1)**

## OPERATOR/COMPANY INFORMATION

Company Name: \_\_\_\_\_  
Company Address: \_\_\_\_\_ Zip: \_\_\_\_\_  
Company Mailing Address: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Dispatch Phone (if different): \_\_\_\_\_  
Email: \_\_\_\_\_  
  
Owner/Applicant Name: \_\_\_\_\_  
Owner/Applicant Mailing Address: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email: \_\_\_\_\_

## VEHICLE INFORMATION (TAXI AND LIMOUSINE COMPANIES ONLY)

Vehicle(s) to be used:

	<u>Make</u>	<u>Model</u>	<u>Year</u>	<u>License #</u>	<u>Seating Capacity</u>
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____

## REQUIRED MATERIALS

\_\_\_\_ Oregon Business Registry Number: \_\_\_\_\_  
\_\_\_\_ Certificate of Insurance – Commercial General Liability: Roseburg Municipal Code 9.08.040 (F)  
\_\_\_\_ Certificate of Insurance – Commercial Automobile Liability Coverage for Service Periods 1, 2 & 3: Roseburg Municipal Code 9.08.040 (G), (H) and (I)

## OPERATIONAL REQUIREMENTS

### All Vehicles for Hire:

Vehicle for Hire Operators shall conduct, have a qualified third party conduct, or request the City conduct, a criminal background check on each of their drivers in accordance with Roseburg Municipal Code 9.08.030(C). To request the

City conduct the criminal background check, the Operator must complete and sign the request section at the bottom of this application.

No vehicle shall be operated as a TNC vehicle or vehicle for hire unless affiliated with a TNC or vehicle for hire company licensed by this Chapter.

All charges for vehicle for hire services shall be calculated and displayed by a taximeter or digital dispatch system.

It shall be unlawful for any vehicle for hire driver to smoke in the presence of any passenger without the consent of such passenger.

Operators shall implement and maintain at all times a zero tolerance policy on the use of drugs or alcohol applicable to all drivers employed by or affiliated with the company while providing vehicle for hire services. Companies shall provide notice of the zero tolerance policy on their website and/or have it clearly displayed in each vehicle.

Operators must provide reasonable accommodations to passengers with disabilities, including passengers accompanied by a service animal, passengers with hearing and visual impairments and passengers with mobility devices and must comply with all applicable requirements of the Americans with Disabilities Act.

Taxis:

All vehicles operating for a taxi company shall include the company name or logo, phone number and a vehicle identification number in plain sight.

TNCs:

Vehicles operated solely for TNC services shall be clearly marked as operating for the TNC, although any vehicle marking requirements imposed by a TNC may apply.

TNC drivers may not accept street hails, and may only accept rides arranged through the TNC's digital network.

The TNC's software application or website shall display for the passenger the make, model and license plate number of the TNC vehicle.

By signing and submitting this application, I hereby certify that the foregoing information is true and correct; I have received a copy of Roseburg Municipal Code Chapter 9.08 concerning Vehicle for Hire Service, have read and understand the same and agree to fully comply with all terms and conditions set forth therein.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

Title (Check one) - ☐ Owner ☐ Manager ☐ Officer ☐ Key Personnel

**BACKGROUND CHECK REQUEST:** As the authorized applicant for \_\_\_\_\_  
(Vehicle for Hire Company Name), I hereby request that the City of Roseburg conduct the background check for all drivers who apply to drive in the City of Roseburg for \_\_\_\_\_ (Vehicle for Hire Company Name), pursuant to Roseburg Municipal Code 9.08.030 (C).

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**Office Use Only** ORIGINAL APPLICATION INVESTIGATION FEE RECEIPT # \_\_\_\_\_ PERMIT FEE RECEIPT # \_\_\_\_\_

**THIS APPLICANT HAS MET THE REQUIREMENTS FOR VEHICLE FOR HIRE OPERATOR PURSUANT TO MUNICIPAL CODE CHAPTER 9.08.**

\_\_\_\_\_  
Roseburg City Recorder or Designee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Expiration Date