



City Secretary's Office Date Received  <hr/>
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**CITY OF SEGUIN  
 TAXICAB BUSINESS PERMIT APPLICATION**

**Permit must be renewed annually**

*Please print or type in the following information*

*Pursuant to City Ordinance 2012-08 (City of Seguin Code of Ordinances Chapter 106 Vehicles for Hire), the following information is required to be filed with the City Secretary's Office. If the space is insufficient, please attach additional pages as needed.*

1. Name of Applicant

Date of Application

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2. Address of Applicant (include city and state)

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3. Telephone Number of Applicant (Home and Cell #'s)

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Type of ownership: (Place  $\checkmark$  as to type of ownership)

\_\_\_\_\_ Proprietorship \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation

\_\_\_\_\_ Other (specify) \_\_\_\_\_

4. Name of Owner(s) of Taxicab Business

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5. Address of Owner (s)of Business (include city and state)

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## 6. Telephone Number of Business Owner(s) (Home and Cell #'s)

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- If the applicant is a **partnership**, the information in question 4, 5 and 6 shall be supplied for each partner.
  - If the applicant is a **corporation**, provide information in question 4,5,6 of the corporate officers; a certified copy of its charter and by-laws; the amount of capital stock; the character and value of its assets.

Please attach additional pages as is applicable relating to partnership or corporation status.

## 7. Name of Taxicab Business

## 8. Address of Taxicab Business (Specify address from which taxi service will originate)

## 9. Telephone Number for Taxicab Business

## 10. List of any pending claims and judgments, and the facts underlying each.

## 11. Description of each vehicle (use form at end of packet)

	<b>Make</b>	<b>Horsepower</b>	<b>Vehicle ID #</b>	<b>Rated Horsepower</b>	<b>Seating Capacity</b>	<b>License Plate #</b>	<b>Name of vehicle owner</b>	<b>Address of vehicle owner</b>
<b>1.</b>								
<b>2.</b>								

12. Schedule of Rates (Proposed fares) to be charged to passengers (Please attach rate card as is applicable)

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13. Location at which the taxicab(s) will remain when not in active service.

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14. Statement that the Applicant has not been finally convicted of any felony or other offense involving moral turpitude.

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15. Description of any past business experience of the Applicant, particularly in providing passenger transportation services, identification and description of any revocation or suspension of a franchise or permit held by the Applicant or business before the date of filing the application.

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16. Color Scheme and insignia to be used to designate the vehicles of the applicant.

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17. I authorize the City of Seguin and the Seguin Police Department to investigate the facts stated in the application (check the driving record(s) and criminal history of the Applicant(s).

**SPECIAL NOTE:** Applicant must secure a copy of their Computerized Criminal History (CHH) from the <http://records.txdps.state.tx.us> website. When you click on the link, then click on "Criminal History Conviction Search". After that click on "New User Sign Up" and follow the prompts. Please bring this document with you when the Police Department conducts the taxicab inspection.

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Signature of Applicant of Taxicab Business

## 18. ATTACH A COPY OF THE INSURANCE POLICY TO THE APPLICATION

Insurance is required by Section 106-26 Taxicab Business Permit (e) Insurance Required (in the case of multiple vehicles, include a schedule of vehicles covered by the policy. Applicant must meet the minimum liability insurance requirements established by state law. Once permitted, if a permittee intends to alter insurance policies, thirty (30) days written notice must be given to the City Secretary. Failure to maintain required coverage will result in the immediate suspension of the permit, which will remain suspended until subsequent proof of coverage is filed with City Secretary and approved by the City Attorney.

**OFFICE USE ONLY (CITY ATTORNEY)**

City of Seguin City Attorney confirms that taxicab business meets **minimum liability insurance** requirements for each vehicle. (Section 106-26 Taxicab Business Permit (e) Issuance required

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 Signature of City Attorney

Date

**OFFICE USE ONLY (POLICE DEPARTMENT)**

City of Seguin Police Chief and or designee has **checked driving record, criminal history** and that all facts stated in application are true and accurate as stated by the **APPLICANT**. (Section 106-26 Taxicab Business Permit (c) Application Process)

**SPECIAL NOTE:** See item 17 of this application. Applicant must secure a copy of their Computerized Criminal History (CHH) from the <http://records.txdps.state.tx.us> website and bring with them during the taxicab inspection conducted by the City of Seguin.

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 Signature of Police Chief or designee

Date

**OFFICE USE ONLY (POLICE DEPARTMENT)**

City of Seguin Police Chief and or designee has **inspected taxicab(s)** listed below and approves the operation of said vehicle(s). Section 106-26 Taxicab Business Permit (i) Renewal Permit and 106-28 Taxicab (a) Vehicle Inspections (Must be done annually)

	Make	Model	Vehicle ID #	License Plate #	Approved Y or N	Comments
1.						
2.						
3.						
4.						

The vehicle identification number, license number and insignia on the taxicab must be the same as those indicated on the permit application. (Section 106-28-7)

Signature of Seguin Police Chief or designee

Date

Y or N	Section 106-28 (a) Vehicle Inspections Must be in safe condition and free from mechanical defects and meet the following requirements
	Current valid state inspection sticker & in compliance with the safety requirements of the Texas Motor Vehicle Code
	Seatbelt for each passenger
	Operating heater and air conditioner
	<b>INSIGNIA</b> shall display on a door on each side of the vehicle Painted on both sides the <b>trade name of the organization</b> under whose taxicab business permit such taxicab is being operated, <b>the taxicab unit # and the business telephone number of the permittee</b> . Such letters and numbers shall be not less than 3 inches height and ½ inch wide, painted on each taxicab with permanent, non-washable paint of a color sharply contrasting to the color of the taxicab so that the lettering will be readily apparent.
	Fire Extinguisher that is in good operating order
	Reasonably clean and sanitary
	Equipped with odometer and meter
	Rate card displayed in a place in view of all passengers (Corresponds to the rates on file)

**OFFICE USE ONLY (FINANCE DEPARTMENT)**

City of Seguin Finance Department confirms that applicant has **paid the appropriate fee(s)** for the taxicabs listed above. (No later than December 1 of each year...Section 106-26 Taxicab Business Permit (i) Renewal permit and set forth in Appendix C of the Code of Ordinances

**Appendix C Fee Schedule as of 2-7-2012** as stated in City of Seguin Ordinance 2012-08 Chapter 106 Vehicles for Hire Division II Taxicabs & Limousines a) Annual Business Permit Fee \$100.00 plus \$20.00 per vehicle

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 Signature of Finance Director or designee

Date

**Attach copy of receipt of payment of Taxicab Fees****OFFICE USE ONLY (CITY SECRETARY)**

City Secretary issues **business permit** Section 106-26 (g) Issuance of Permit & Contents  
 City Secretary issues **Taxicab Driver's permit** Section 106-27 (b &c) Issuance and Duration

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 Signature of City of Seguin City Secretary or designee

Date

**Attach copy of Business Permit and Driver's Permit(s)****OFFICE USE ONLY (CITY SECRETARY)**

Division II Taxicabs & Limousines, Section 106-26 Taxicab Business Permit (f) Council Action on Application (within 30 days of receiving application)

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 Signature of City of Seguin City Secretary or designee

Date

**Attach copy City Council Minutes approving application**