



City of Seattle

Department of Finance and Administrative Services

Application for Designation as a Qualified Driver Representative (SMC 6.310.735.B)

Section 1: Organization's Contact Information	
Organization Name	
Mailing Address	
Phone Number	
Email Address	
Section 2: Organization Representative's Information (must be a person vested with authority to manage or direct the affairs of the organization or to bind the organization in dealings with third parties)	
Name and Job Title	
Mailing Address	
Phone Number	
Email Address	
Section 3: Organization's Proof of Nonprofit Status	
Unified Business Identifier (UBI) number	
In lieu of a UBI number, an organization may attach a copy of its certificate of formation from the Washington Secretary of State.	
Section 4: Organization's Current Bylaws	
Attach a legible copy of your organization's bylaws and highlight all pertinent language that allows for-hire drivers to be members of the organization and to participate in democratic control of the organization.	
Section 5: Organization's Statement of Experience and/or Commitment	
Attach a statement highlighting your organization's commitment to and/or experience with assisting stakeholders in reaching consensus agreements with or related to employers and contractors. Include examples, if available. The statement should be 1,500 words or less and include three references (names, organizations and contact information).	
Section 6: Disclosures	
Within the previous five years has your organization been the debtor of a bankruptcy?	
Specify yes or no. If yes, please attach an explanation to this application.	
Does your organization receive any or all of its funding from a known driver coordinator such as a taxi association, for-hire vehicle company and/or Transportation Network Company?	
Specify yes or no. If yes, please attach an explanation to this application.	
Are any of your organization's officers or employees a current or former City of Seattle employee or volunteer? If yes, identify the name of the officer or employee. Former and current City of Seattle employees or volunteers are governed by the City's Ethics Code, Seattle Municipal Code Chapter 4.16.	
Specify yes or no. If yes, provide the officer's or employee's name.	
Within the previous five years, has your organization or one of its officers been convicted of or had a civil judgment rendering against it/him/her for commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property? Is your organization presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses?	
Specify yes or no. If yes, please attach an explanation to this application.	
Within the previous five years, has your organization or any of its officers been assessed penalties or found to have violated any laws, rules, or regulations enforced or administered by a government entity?	
Specify yes or no. If yes, please attach an explanation to this application.	



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Within the previous five years, has your organization been found to have violated any local, state, or federal anti-discrimination laws or regulations?

Specify yes or no. If yes, please attach an explanation to this application.

For any parent or affiliated organization, please provide the organization's name and the relationship to your organization in an attachment to this application.

Certification (must be completed by person listed in Section 2)

By my signature, and under penalty of perjury, I affirm that the information provided as part of this application is true and complete and that my organization has the financial, technical and other resources necessary to perform the services of a Qualified Driver Representative. I affirm that my organization provides membership opportunity, rights and benefits without regard to and free from discrimination because of an individual's age, race, color, national origin, religion, gender, sexual orientation and marital status. I understand that an incomplete application and/or an application with material misstatements or omissions will be denied outright.

I further understand that if my organization is designated as a QDR, my organization will not interfere with, restrain or coerce drivers in the exercise of their right to decide whether to authorize my organization to represent them, their right to become members of or refrain from membership in my organization or any other right protected in the SMC. This will not impair the right of my organization to prescribe rules with respect to the acquisition or retention of membership therein.

Signature of Organization's Representative

Date

Important Information

Key Dates:

1. City makes applications available to interested organizations - December 30, 2016
2. First day applications accepted by City - January 17, 2017 (initial commencement date)
3. Last day applications accepted by City - February 16, 2017 (by 5 p.m.)
4. Determination of QDR sent to applying organization by City - within 14 calendar days of receipt of application (January 31-March 2, 2017)
5. Applying organization may appeal determination to City's Hearing Examiner - within 10 calendar days of receiving determination (February 10-March 13, 2017)

Please submit your application package in person to the FAS Director's Office, Attention: Matthew Eng, Floor 52, 700 5th Ave, Seattle, WA 98104. A complete application package will contain five original hard copies of the application form and all attachments and one flash drive with the application form and all attachments. Application packages will not be accepted by Email or by US Mail, UPS, FedEx or similar service.

Please submit any questions on the application form and/or process to DriverRepresentation@seattle.gov.