



TAXICAB DRIVER PERMIT APPLICATION INFORMATION
NEW PERMIT AND PERMIT RENEWAL APPLICATIONS

APPLICANT CHECKLIST

**TAXI DRIVER PERMIT APPLICATIONS ACCEPTED FROM 8:00 A.M. TO 12:00 P.M.
MONDAY THROUGH FRIDAY**

- ☐ Take controlled substance test.
- ☐ Test results need to be faxed to (916) 808-6804 City Revenue Division, by the testing agency.
- ☐ Complete all application forms.
- ☐ Taxi Association Manager signs: **Taxicab Driver Permit Application (TD-1)**
- ☐ New drivers: provide four (4) current passport color photographs;
(renewal permits [2] current passport photos)
- ☐ Get a Driver's Record printout from DMV dated within thirty (30) day of application submittal
- ☐ Contact City of Sacramento Permit Section at (916) 808-5852 to verify drug results are received prior to submittal of application.
- ☐ Submit: Declarations, Applications, P.D. forms, DMV printout and passport photos to:
City of Sacramento, Revenue Division
915 'I' Street, Room 1201
Sacramento, CA 95814
- ☐ Pay permit application fee: New-\$139.00 Renewal-\$144.00 and fingerprinting fees- \$84.00
- ☐ Call Police Department to set up appointment for fingerprinting: (916) 433-0780
- ☐ Police Department for fingerprinting:
5770 Freeport Blvd.
Sacramento, CA 95822-3516
- ☐ Independent Taxi Drivers:
Must have a current valid City of Sacramento Business Operations Tax Certificate upon approval of taxicab driver permit before permit can be issued.

Permits are valid only with the Taxi Association specified on the permit. If the Taxi Association is changed you must submit a Taxicab Driver Permit Application (TD-1) with the signature of the Association Manager for the Taxi Association change on the Taxi Driver Permit. The application transfer fee is \$100.00

New permits require controlled substance test. Permit renewals require controlled substance and alcohol tests.

~OVER~

CONTROLLED SUBSTANCE AND ALCOHOL TESTS TO BE TAKEN NO MORE THAN THIRTY (30) DAYS PRIOR TO THE SUBMITTAL OF APPLICATION.

When changing taxi association affiliation, you must change your Business Operations Tax account to list your new taxi association affiliation. If you do not do this, your Business Operations Tax certificate and account are invalid.

CITY FEES

Application Fee: New-\$139/Renewal \$144

Fingerprint Fee: \$84.00

Duplicate/Replacement Permit Fee: \$15.00

Business Operations Tax Certificate for independent drivers:
Minimum Tax: \$30.00

Other Costs

Fees for controlled substance and alcohol tests, DMV printouts, and photographs are *determined by and paid to the service provider.* _____

PERMIT ISSUANCE

All taxicab driver permit renewal applications are reviewed for completeness and then referred to the Police Department for an investigative review to determine if any arrests or convictions have occurred since the last permit was issued. Due to the time required for the review, a temporary driver permit will not be issued upon submission of your application. Be sure to list a daytime phone number on your application so we may contact you if needed.

Should you have any questions or need additional information, call the City of Sacramento Revenue Division at (916) 808-5852 or visit our office at City Hall, 915 T Street, Room 1201, Sacramento, CA. 95814.