



Application for Taxicab or For Hire Vehicle  
Regulatory License  
OHMC 5.21

Application Fee -- Non-Refundable

Fees per Master Fee Schedule - WATCH and local background check and fingerprinting of owner/applicant

**Section 1: Applicant Information: (OHMC 5.21.050)**

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Date of Birth \_\_\_\_\_ Driver's License Number \_\_\_\_\_ (ID copy attached front/back)

Social Security Number \_\_\_\_\_

Name and address of Taxi Company: \_\_\_\_\_

Regulatory license renewal of \$50.00 for the first 2 drivers, additional \$25 for each additional driver is due by January 31<sup>st</sup> of the following year and subject to a penalty of 18% per month beginning on February.

Applicant to schedule fingerprinting with Police Department as part of the background check.

State of Washington UBI number \_\_\_\_\_

Current State vehicle license and registration attached.

Insurance for all vehicles providing service under this chapter attached.

Copies of all required State For Hire vehicle licensing requirements documentation attached.

Confirm under penalty of perjury of the laws of the state of Washington that each vehicle providing service pursuant to this chapter complies with the following:

(a) Is in compliance with RCW Title 46, WAC Titles 204 and 308 and Oak Harbor municipal vehicle ordinances at all times;

(b) Is equipped with an operable and accurate taximeter; and

(c) Displays a schedule of fare rates so it can be clearly read by passengers.

Fitness Standards. No person shall receive a taxicab or for hire vehicle endorsement if the person has been convicted of assault within the last 10 years, a felony in the last seven years, a gross misdemeanor in the last five years, or who has ever been convicted of sexual offenses as defined under state law or an offense which is similar to those as defined in Chapter 9A.44 RCW. (Ord. 1848 § 2, 2018).

**Section 2: Applicant Information: (OHMC 5.21.060)**

(1) Prior to the issuance of any taxicab or for hire vehicle endorsement, every applicant shall file with the finance department the policy or policies of public liability insurance, approved as to sufficiency by the finance department, issued by an insurance company or companies authorized to do business in the state of Washington, providing indemnity for or protection to the city, as well as providing public liability insurance coverage for each and every taxicab or for hire vehicle owned, operated and/or leased by the applicant, for injury to or death of persons, passengers, or otherwise, in accidents resulting from any cause by which the owner of the vehicle would be liable on account of any liability imposed upon him by law, regardless of whether the taxicab or for hire vehicle was being driven by the owner or his agent. Such insurance shall be in the sum of \$100,000 for the injury or death of one person, or \$300,000 for the injury or death of more than one person in any one accident, and \$50,000 for property damage.

(2) Every such policy of insurance shall continue to the full amount thereof notwithstanding any recovery thereon and shall provide that the liability of the insurer shall not be affected by the insolvency or bankruptcy of the insured. Each insurance policy required under this section shall extend for the period covered by the endorsement applied for and the insurer shall be obliged to give not less than 10 days' written notice to the finance department in the event of change or cancellation. (Ord. 1848 § 2, 2018).

**Section 3: List of all drivers operating vehicles controlled by the applicant. (OHMC 5.21.070 (2). Each taxicab driver must submit a complete taxicab driver application subject to a background check and pay fee in accordance with the master fee schedule.**

All drivers must conform to the compliance standards in OHMC 5.21.050.

Name	DL #
1.	
2.	
3.	

**Section 4: Acknowledgement of OHMC 5.21**

*Under penalty of perjury of the laws of the State of Washington, I do solemnly swear that I have read the Oak Harbor Municipal Code (OHMC) 5.21 regulating taxicab or fore hire vehicle endorsement application and that I will abide by the rules set forth therein and I furthermore swear that the facts I have stated in this application are true.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Section 5: Police Department Investigations**

WSP WATCH Background Check Results

Fingerprinting completed

Approved  Denied By: \_\_\_\_\_ Police Dept. Official      Date \_\_\_\_\_

Notes: \_\_\_\_\_

WATCH WSP \_\_\_\_\_ LOCAL RECORDS \_\_\_\_\_

Decision/Findings:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*(Attach additional pages if needed)*

\_\_\_\_\_  
Police Department

\_\_\_\_\_  
Date

**Section 6: Finance Director Decision OHMC 5.21**

Conditions set by Finance Director (if any):

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Approval/Denial Date	Fees Paid	Business License No. Issued	Bond Required/ Received

\_\_\_\_\_  
Finance Director

\_\_\_\_\_  
Date

Contact the Finance Department/Utilities with questions at [utilities@oakharbor.org](mailto:utilities@oakharbor.org) or 360-279-4530

NEXT STEPS:

- **Step 1:** Complete application and Background Check for applicant and all drivers & pay fees.
- **Step 2:** Finance Department will route the application to the Police Department to conduct a review of the application and investigation.
- **Step 3:** Applicant must schedule fingerprinting at the Police Dept. at time of application.
- **Step 4:** Once approved, the endorsement will be issued.