



Certificate and Permit Application for Limousines, Vans, and Handicabs

Staff Use Only

Company Name _____

Company Number: _____

Date Received: _____

Permits Assigned: _____

2814 E. Hillsborough Avenue, Tampa, Florida 33610 • 813-635-5200 • www.hillstax.org

Vehicle for Hire Certificate and Permit Application

for Limousine, Van, and Handicab Services

Indicate the type of service and the number of vehicle permits to perform this service.

Business Name: _____

_____ **Number of Limousine (Stretch/Sedan/SUV) permits**

_____ **requested Number of Van permits requested**

_____ **Number of Handicab permits requested**

_____ **Initial here if this application is to include a Port Tampa Bay decal.**

Note: All vehicles for hire, providing for hire transportation services on property belonging to the Tampa Port Authority, must name the Tampa Port Authority as an additional insured/Certificate Holder on its motor vehicle liability insurance policy (Accord Form).

Applicant's Initials _____

Vehicle for Hire Certificate and Permit Application
for Limousine, Van, and Handicab Services

Name of Business: _____

Physical address where business is operated: _____

City _____ State _____ ZIP _____

Phone : _____ Fax: _____

E-mail: _____

Business Mailing Address (complete only if different from above):

Owner's Full Name: _____

Owner's Street Address: _____

City _____ State _____ ZIP _____

Phone: _____ Fax: _____

Email Address: _____

Manager's Full Name: _____

Manager's Local Street Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____

Email Address: _____

Applicant's Initials _____

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REQUIRED Documents Checklist:

Attachment 1: The business must identify & list all vehicles utilized by the business. The list shall include the year, make, model and Vehicle Identification Number (VIN) on the prescribed form. This is a new BOCC requirement.

Attachment 2: Liability insurance for each vehicle (Accord Form).

Note: All vehicles providing transportation services on property belonging to the Tampa Port Authority, must name the Tampa Port Authority as an additional insured/Certificate Holder on said motor vehicle liability insurance policy.

Attachment 3: Vehicle Registration for each vehicle.

Attachment 4: An ASE Certification form for each vehicle. Each vehicle must be inspected and certified safe by an ASE (Automotive Service Excellence) certified mechanic or commercial auto repair facility licensed by the State of Florida. (Mechanical Inspection Form HCTC Rev 08/20)

NOTE: If the ASE Certificate Number is not in the correct format, you will be required to submit a copy of the ASE Certificate

Attachment 5: The business must identify & list all drivers utilized by the business. The list shall include the name, address, date of birth and phone number for each driver on the prescribed form.

Note: All drivers must be issued a public vehicle driver's license to operate any Vehicle for Hire.

Attachment 6: Copy of current Business Tax Receipt.

Attachment 7: Articles of Organization, FL Profit Corporation, or Limited Partnership, registered with the Division of Corporations at Sunbiz.org. Include fictitious name registration when applicable.

Attachment 8: Acknowledgment of Ordinance and Compliance Affidavit

New this year, you can upload your application! Your upload time will be considered your "post mark". Otherwise, applications should be mailed, or hand-delivered by the due date.



<https://securefiles.hillstax.org/filedrop/ET>

List of Vehicles Form

Identify and list all vehicles used by the business. The list shall include the year, make, model and Vehicle Identification Number (VIN). All vehicles must obtain a permit.

Business Name:			
Year	Make	Model	Vehicle Identification Number (VIN)

List of Drivers Form

Identify and list all drivers used by the business. The list shall include the name, address, date of birth, and phone number for each driver. All drivers must be issued a public vehicle driver's license.

Business Name:			
Name of Driver	Address	Date of Birth MM/DD/YY	Driver's Phone Number

Chapter 10, Article XVI of the Hillsborough County Code of Ordinances and Laws, Ordinance 17-22, Section 7. B (8)



Mechanical Inspection Certification

Company Certificate Holders Name: _____

Vehicle Make: _____

Vehicle Model: _____

Date of Manufacture: _____

Mileage (at the time of inspection): _____

VIN: _____

Inspection Items:

_____ Brakes: Foot brakes and parking brake.

_____ Tires: Condition of tires, including tread depth

_____ Windshield and windshield wipers.

_____ Lights: head lights, tail lights, brake lights, turn indicator lights

_____ Interior: door & lock operation, horn, speedometer, safety belts, front seat adjustment mechanism

_____ Interior and exterior rear view and side view mirrors

_____ Heating and A/C (heated air at floor and defrost, A/C temp at ducts)

_____ Suspension system and steering (worn-out shocks and struts)

_____ Bumper, Muffler and Exhaust System (converters in place, excessive noise, leaks, smoke)

_____ Leaks (oil, engine coolant, transmission, fuel, hydraulic brake fluid)

_____ Additional inspection required for vehicle exceeding ten (10) model years on December 31st of any year. Interior restraint and safety equipment is functional and in good working order.

I, _____, certify that I have inspected the vehicle
(Automotive Service Excellence "ASE" Certified Mechanic Printed Name)

identified on this form and using the above listed items as my criteria, certify this vehicle as safe and roadworthy as of the date of this inspection.

Signature of ASE Certified Mechanic

Inspection Date

ASE Certificate Number

NOTE: If the ASE Number is not in the correct format, you will be required to submit a copy of the ASE Certificate

Office use only

Permit No: _____

Date Received: _____

CSR: _____

**Certificate and Permit Application for Limousines, Vans, and Handicabs
Acknowledgement of Ordinance and Compliance Affidavit**

Acknowledgement of Ordinance For Regulation of Vehicles for Hire

The Ordinance details important information about the rules and regulation of Vehicles for Hire, including Limousines, Vans, and Handicabs.

I understand that it is my responsibility to read, understand and comply with the Ordinance, Resolution, and any revisions made. I have read and understand the Ordinance, its requirements and the penalties imposed as defined.

Vehicle for Hire Permit Application Compliance Affidavit

(Individual or Representative)
of _____
(Company or Corporation)

do hereby swear/affirm that the listed applicant company is in compliance with all applicable county and municipal ordinances and codes; state laws, regulations and codes; and federal laws and codes.

Under penalties of perjury, I declare that I have read the foregoing document and the facts stated in it are true.

Applicant's Signature

Date

Applicant's Initials _____