

## **MGSA Taxicab Permit Process**

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MGSA issues three separate permits to the taxi cab industry that operates in Marin County: Company permit; Vehicle permit; and Driver permit. Permits are issued sequentially. The vehicle permits (MCTRP Section "D") require company identification markings and the driver permits require a company authorization (MCTRP Section "C"). The permit process is as follows.

### Company Permit

A company owner completes the application process which is specified in MCTRP Section "B." The steps consist of meeting with the MCTRP administrator who explains the process and:

- 1) Applicant completes several forms: Owner application; business permit application; MCTRP compliance certification; and MGSA indemnity agreement.
- 2) Applicant is sent for live scan background check with Marin County Sheriff's Department, with results to go to MCTRP Administrator.
- 3) Applicant pays non-refundable \$1000 permit fee.
- 4) Applicant provides necessary insurance and drug policy.

### Vehicle Permit

Vehicles are permitted to an approved company following:

- 1) Company owner provides documentation that the vehicle meets MCTRP insurance requirements.
- 2) Company owner provides self certification that the vehicle meets DMV vehicle requirements.
- 3) Company owner pays annual fee (\$1000 for new companies).
- 4) For new companies MCTRP Administrator looks at vehicle to check for markings, meter and other basic requirements.

### Driver Permit

Driver applicant meets with MCTRP Administrator who explains the process and the following steps are taken:

- 1) MCTRP Application completed and non refundable \$100 fee is paid
- 2) Application is completed to anti-drug and alcohol misuse prevention program and \$100 fee paid for drug/alcohol testing and reporting. Applicant is sent to testing site. Applicant authorizes results to go to MCTRP Administrator and Company Representative.
- 3) Applicant provides photo head shot for permit.
- 4) Applicant is sent to Sheriff's Dept for live scan background check with results to go to MCTRP Administrator.
- 5) Upon obtaining successful results from background and drug/alcohol tests (MCTRP Section C3), MCTRP Administrator issues permit and informs Company representative.