



**OFFICE OF THE CITY CLERK**

**Policy, Gaming & Licensing**

350 City Hall Square West, Suite 110  
 Windsor, ON N9A 6S1  
 Ph: (519) 255-6200, Opt.-1 Fax (519) 255-6868  
 www.citywindsor.ca

**TAXICAB PLATEHOLDER  
 LICENCE APPLICATION**

OFFICE USE ONLY

Licence

#: \_\_\_\_\_

**REQUIRED:**

Safety Standards Certificate (not more than 30 days)	Vehicle Ownership
Insurance Policy (\$2 million minimum)	Lease, if applicable
Proof of Applicant age (must be 18 or older)	Master Business Licence, if applicable
Partnership Documents OR Incorporation Documents	- File Articles of Information, Articles of Amendments or Amalgamation and Annual Return containing list of shareholders - Provide the ID's and addresses of each member of the partnership
Proof of Work Status	(2) pieces of government-issued identification including one photo I.D. as well as one I.D. demonstrating proof of status in Canada (e.g. birth certificate, Canadian passport, Canadian citizenship card, permanent resident card, work permit, etc.
Valid Photo Identification	

**LICENCE FEE:**

Taxicab Vehicle (\$400.00 each vehicle)	No. Of Plates:	\$
Administration Fee (filing of lease)	\$ 30.00 (per lease)	\$
<b>TOTAL FEE</b>		<b>\$</b>

<b>PLATE HOLDER</b>	NAME:		DATE OF BIRTH: (MM/DD/YYYY)	
	ADDRESS:			
	CITY:	POSTAL CODE:	HOME PHONE:	CELL PHONE:
<b>BUSINESS INFORMATION</b>	BUSINESS NAME:			
	BUSINESS ADDRESS:			
	CITY:	POSTAL CODE:	PHONE:	FAX:
<b>CORPORATION (if applicable)</b>	NAME OF CORPORATION:			
<b>PREVIOUS LICENSES</b>	TYPE:		YEAR:	

**Have you ever been convicted of an indictable offence or any other criminal offence in Canada or in any other country?**

YES                       NO

**If so, year:** \_\_\_\_\_ **Place:** \_\_\_\_\_

**THE DEADLINE TO OBTAIN THE RENEWAL OF A TAXICAB DRIVER LICENCE IS AUGUST 31<sup>ST</sup>. FAILURE TO OBTAIN A LICENCE RENEWAL BY AUGUST 31<sup>ST</sup> MAY RESULT IN CHARGES UNDER BYLAW 137-2007. A 50% PENALTY IS ADDED TO THE ABOVE LICENCE FEE ON SEPTEMBER 1ST.**

**NOTICE WITH RESPECT TO COLLECTION OF PERSONAL INFORMATION**

I acknowledge that the information requested on this form and any appendices attached is collected under the authority of the Municipal Act, City of Windsor Act and City of Windsor Public Vehicle By-law 137-2007 and will be maintained in accordance with the Municipal Freedom of Information and Protection of Privacy Act. The information is required in order to process, issue, monitor, regulate and investigate the various licenses issued by the Windsor Licensing Commission. The name is public information. Any other personal information collected will only be used for investigative purposes. Questions about this collection can be made to the Deputy Licence Commissioner, 350 City Hall Square West – Suite 110, Windsor, ON N9A 6S1 (519) 255-6200, Option 1.

I acknowledge that I shall not commence operation of a taxicab vehicle until the formal licence is issued to me.

DATE (MM/DD/YYYY)

SIGNATURE OF APPLICANT & TITLE

**TAXICAB PLATE HOLDER LICENCE  
APPENDIX**

**TAXICAB VEHICLE INFORMATION:**

City Plate	Year of Manufacture	Make/Model	Provincial Plate No.	V.I.N.	Wheel Base	Leasing Yes/No

**PLEASE BE ADVISED IF YOU ARE RENEWING MORE THAN 10 VEHICLES, THE REMAINDER MUST BE SUBMITTED ON A SEPARATE APPENDIX WITH SEPARATE PAYMENT.**

**PARTICULARS OF INSURANCE:**

<b>INSURANCE LIABILITY</b>	<b>\$</b>	<b>EXPIRY DATE (MM/DD/YYYY)</b>	
<b>INSURANCE COMPANY</b>			
<b>INSURANCE AGENT</b>			

**CONDITION: I hereby undertake to notify the Licence Commissioner ten days prior to cancellation of said insurance or any part thereof, or transfer to any other company of such insurance.**

**DATE:** \_\_\_\_\_  
(MM/DD/YYYY)

\_\_\_\_\_  
**PLATEHOLDER SIGNATURE**