TRANSPORTATION NETWORK (TNC)
DRIVER PERMIT APPLICATION INSTRUCTIONS

STEP 1. Contact WA State Dept. of Licensing and obtain a UBI number
Business Licensing Service - Department of Licensing
PO Box 9034
Olympia, WA 98507-9034
360-664-1400

STEP 2. Complete City Application.

Complete TNC for-Hire Driver’s Permit application and return with required
attachments (as noted on application) to Customer Service Department with
appropriate license fees

<table>
<thead>
<tr>
<th>New Application:</th>
<th>Annual Renewal:</th>
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<tr>
<td>License/Permit fee*: $40.00</td>
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<td>Total: $40.00</td>
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*Per PMC Chapter 3.07


The application will be reviewed by the City and when all requirements are met, the
Licensing Officer at Pasco City Hall will approve the application. TNC For-Hire Driver
License/Permit will be issued by the City.

Upon issuance of license/permit, you may drive a For-Hire Vehicle for your
affiliated TNC.

Questions?? Call Customer Service at 545-3402

KEEP THESE INSTRUCTIONS FOR FUTURE REFERENCE
For all City regulations related to Transportation Network Company Licensing please refer to Pasco Municipal Code, Title 5, Chapter 5.45A. Below are segments from Title 5.

5.45A.050 FOR-HIRE DRIVER BUSINESS LICENSE REQUIRED. No person shall operate a for-hire vehicle within the City unless that person is a driver for a currently licensed for-hire business as provided in Section 5.45A.040 above; and has a current and valid City for-hire driver business license. The Licensing Officer may issue this license to a:
A) TNC driver upon receipt of a completed application, verification of affiliation with a City licensed TNC, and payment of the fees as required by PMC 3.07.050.
B) Taxicab driver upon receipt of a completed application, verification of affiliation with a City licensed for-hire taxicab, fingerprint card prepared by the Pasco Police Department (not required for license renewals), and payment of the fees as required by PMC 3.07.050. (Ord. 4373, 2017; Ord. 4342, 2017.)

5.45A.060 FOR-HIRE DRIVER REQUIREMENTS. No person shall be permitted to operate a for-hire vehicle for a taxicab company, or a TNC company under PMC 5.45A.040 unless the person:
A) Is at least twenty-one (21) years of age, possesses a driver's license valid in the State of Washington, and has not been convicted of a felony unless such rights have been restored under Chapters 9.96A or 9.97 RCW; and
B) Complies with all State laws and regulations relating to for-hire vehicles and provides evidence of such compliance including, but not limited to the following:
1) Proof of age – 21 years or older.
2) A driver's license valid in the State of Washington.
3) Proof of UBI (independent contractor).
4) Proof of insurance (liability and property insurance).

5.45A.070 VEHICLE REQUIREMENTS. Each taxicab or TNC vehicle shall pass an inspection prior to commencing services in the City of Pasco, and annually thereafter, by a mechanic approved by the National Institute for Automotive Service Excellence. Taxicab companies and TNCs shall keep records of all such inspections for at least three (3) years. Such an inspection shall, at a minimum, include inspection of the following components:
A) Foot brakes; K) Front seat adjustment mechanism;
B) Parking brakes; L) Doors (open, close, lock);
C) Steering mechanism; M) Horn;
D) Windshield; N) Speedometer;
E) Rear window and other glass; O) Bumpers;
F) Windshield wipers; P) Muffler and exhaust system;
G) Headlights; Q) Condition of tires, including tread depth;
H) Taillights; R) Interior and exterior rear view mirrors; and
I) Turn indicator lights; S) Safety belts for driver and all passengers.
J) Stop lights; (Ord. 4342, 2017.)

5.45A.080 INSURANCE REQUIREMENTS.
A) The owner or operator of every taxicab is to procure liability and property damage insurance covering passengers as well as other persons, from a company licensed to write bodily injury liability and property damage liability insurance in the State, on each taxicab used or to be used in transporting persons for compensation in an amount not less than $100,000.00 for any recovery for personal injury by one person, and not less than $300,000.00 for all persons receiving personal injury, by reason of one act of negligence, and, not less than $50,000.00 for damage to property of any person other than the insured, and maintain such liability and property damage insurance in force on each motor-propelled vehicle while so used under such licensee. A $500,000.00 combined single limit policy may be submitted.
B) TNCs and all affiliated drivers shall comply with the automobile liability insurance requirements contained in RCW Chapter 48.177 as enacted or subsequently amended as a commercial transportation service provider.
C) A certificate for each policy for liability or property damage insurance required herein shall be filed with the Licensing Officer and kept in full force and effect, and failure to do so shall be cause for the revocation of the license. (Ord. 4342, 2017.)
Driver’s Permit Application

Date of Application ____________________________  □ New Application  □ Renewal

Applicant Information:

UBI #___________________________ Sole Prop____ Corp_____ LLC_____  

Driver’s Name______________________________________________________________________________

Home Address _____________________________________ City _________ St___ Zip_______

Mailing Address ____________________________________ City _________ St___ Zip________

Phone___________________ Fax ____________________ Email ________________________

How long have you lived at this address? ___________________ Date of Birth _____________________

Sex _____ Height _______ Weight _______ Eye Color _________ Hair Color _____________

Place of Birth _____________________________________________

Current TNC Employer_____________________ City of Pasco Business License #__________

Have you had a previous Driver’s Permit? □Yes □No  If so, where? _____________________

Was that permit ever suspended or revoked? □Yes □No  If yes, why? _____________________

______________________________________________________________________________

My Signature below certifies that the information provided on this application and any attachments is true and accurate. I understand I must comply with all City of Pasco codes and ordinances.

__________________________________________  ____________________________
Signature  Date:

Required Attachments:

- Proof of Business License UBI number
- Completed Application
- Legible copy of your WA State Driver’s License
- Proof of Insurance
- Verification of Affiliation with a Transportation Network Company
- Fee $40.00 permit fee PMC Chapter 3.07