



City of Tacoma
 Finance Department/Tax & License Division
 733 Market Street, Room 21, Tacoma, WA 98402-3770
 (253) 591-5252 • www.cityoftacoma.org/businesslicense

Contract Account _____

APPLICATION FOR CERTIFICATE OF REGISTRATION AND LICENSING

Title 6 of the Tacoma Municipal Code, as amended.

Yes No

Purchasing an existing business? If yes, what is the Name, Address & Phone Number of previous owner.

Name _____ Address _____ Phone _____

Please review and complete all sections. Applications will be delayed or returned if incomplete.

TYPE OF OWNERSHIP (CHOOSE ONLY ONE)

Sole owner LLC Partnership Corporation

Name of LLC, partnership, or corporation _____

State UBI # _____ Federal EIN # _____ State Professional License _____

LIST SOLE OWNERS, CORPORATE OFFICERS, LLC MEMBERS OR PARTNERS

Name _____ Title _____ Home phone # _____

Home address _____ City _____ State _____ Zip _____

Name _____ Title _____ Home phone # _____

Home address _____ City _____ State _____ Zip _____

REQUIRED BUSINESS INFORMATION APPLICATION WILL BE DELAYED IF NOT COMPLETE

OPENING DATE _____ Provide the ownership's first date of business at this location. Out of city businesses should use the first date of operation in Tacoma.
 MM/DD/YY

Name of Business (dba) _____

Describe in detail business activity; principal product sold or service provided _____

Physical Location _____ **City** _____ **State** _____ **Zip** _____

Mailing Address _____ **City** _____ **State** _____ **Zip** _____

Business Phone # _____ **Cellular Phone #** _____

Email Address _____

OTHER BUSINESS INFORMATION (IF APPLICABLE)

Do you provide gambling activities? Yes No Do you charge for admission? Yes No

Do you own or operate any of the following mechanical devices? **Amusement:** Yes No **Music:** Yes No **Pool Table:** Yes No

What do you anticipate your business gross receipts* for an entire year to be? **(Check one)** (*Gross receipts: Total business income shall include business activities both within and without the corporate city limits of Tacoma.)

- Over \$250,000 annual gross receipts
- Between \$12,000 and \$250,000 annual gross receipts
- Less than \$12,000 annual gross receipts* See tax reporting details on Page 3.

Is your organization recognized as a 501(c)(3) non profit organization by the Internal Revenue Service? Yes No

OFFICE USE ONLY TYPE OF ID: WDL WID MIL MAIL OTHER _____ ID# _____
 (Preparer address) (Date)

COMMERCIAL AND INDUSTRIAL SURVEY

Commercial and Industrial Survey:

The City of Tacoma must inventory all commercial or industrial users of the city's storm and sanitary sewer systems in order to help our businesses protect the quality of our waterways and the wastewater treatment system. If your business is in the City of Tacoma, Fife, Ruston, or Fircrest, please answer the following question. If you have a question regarding the survey please contact City of Tacoma's Environmental Service Science and Engineering Division at (253)591-5588.

* "Domestic wastewater" is defined as water carrying human wastes including kitchen wastes, bathroom wastes, and laundry wastes that are typical of residential discharges.

Do you or will you discharge wastewater, other than domestic waste*, into the public wastewater system?

Yes No

GENERAL REGULATORY LICENSE

Regulatory License:

One or more of the following General Licenses are required if your business engages in any of the following activities: **(Check all that apply)**
For license fee and requirements call (253) 591-5252.

- | | |
|--|--|
| <input type="checkbox"/> 6B.30 Adult Entertainment | <input type="checkbox"/> 6B.140 Hotels |
| <input type="checkbox"/> 6B.40 Alarm Devices | <input type="checkbox"/> 6B.150 Oil and Gas Delivery Vehicles |
| <input type="checkbox"/> 6B.50 Ambulances | <input type="checkbox"/> 6B.160 Pawnbrokers, Secondhand Dealers and Garage Sales |
| <input type="checkbox"/> 6B.70 Entertainment and Dancing - Alcohol served | <input type="checkbox"/> 6B.170 Sales - Door-to-Door Soliciting |
| <input type="checkbox"/> 6B.80 Entertainment and Dancing or Skating Rinks - All Ages | <input type="checkbox"/> 6B.180 Sales - Sidewalk Vendors |
| <input type="checkbox"/> 6B.90 Fire Alarms and Fire Suppression Systems | <input type="checkbox"/> 6B.200 Septic and Side Sewer Contractors |
| <input type="checkbox"/> 6B.110 Garages, Fuel Stations and Marine Repair Facilities | <input type="checkbox"/> 6B.210 Sign Erectors |
| <input type="checkbox"/> 6B.125 Hazardous Materials | <input type="checkbox"/> 6B.220 Taxicabs/For Hire-Regulations |
| <input type="checkbox"/> 6B.130 Home Occupations | <input type="checkbox"/> 6B.230 Temporary Licenses - Sales or Shows |

RENTAL PROPERTY INFORMATION

Do you own real estate that you rent or lease inside Tacoma? Yes No **If yes**, you must also complete the rental address information below for each property.

RENTAL ADDRESS (WITHIN CITY LIMITS)

1.) Address _____ # of units _____
Dwelling Type: Commercial Single Family Multi Family
Local Agent: _____ Monthly Rental Income: \$ _____
Phone No. _____

2.) Address _____ # of units _____
Dwelling Type: Commercial Single Family Multi Family
Local Agent: _____ Monthly Rental Income: \$ _____
Phone No. _____

If you have more than two rental properties in the City of Tacoma, please attach additional rental address information.

SIGNATURE

Must be signed by sole proprietor or spouse, partner, corporate officer, or limited liability member.

The undersigned acknowledges that this business will operate consistent with zoning standards, meet fire and building code requirements, and is governed by the Tacoma Municipal Code, and is responsible for becoming familiar with the code and abiding by its requirements. See page 3 for details. The undersigned hereby certifies under penalties of perjury that the information included here is correct to the best of his/her knowledge and belief.

Signed By _____
(Owner, partner, officer, or member) (Signature of preparer if other than owner, partner, officer or member)

Title _____

Please see page 3 for filing instructions

BUSINESS LICENSING INFORMATION

FILING INSTRUCTIONS

- Application and license fee(s) due may be filed in person or by mail to:
City of Tacoma
Tax & License Division
733 Market St #21
Tacoma WA 98402-3770
- Make checks payable to: **City Treasurer**
- Your business will be assigned a City of Tacoma Tax & License Contract Account number. Once you receive this number you can refer to it on any future correspondence relating to your Tax & License account.
Call Tax & License at 253-591-5252 if you have additional questions.

ANNUAL BUSINESS LICENSE FEES

■ Annual Business License Fees

Annual Business License	\$90
Pro-Rate Business License Business open date in Tacoma July- 1-Dec 31	\$45 - First time registration only
501(c)3 Annual Business License Copy of the 501(c) status must be submitted with application.	\$25 Administrative Fee*
Branch Location Annual Business License For additional Tacoma Locations	\$25 Administrative Fee*
Non-Reporting Annual Business License For business with gross receipts less than \$12,000 annually.	\$25 Administrative Fee*

■ Late Filing Penalties:

Due when license fee is not paid timely. License is not considered filed until paid. *Administrative fees are not subject to late fees.

Paid within one month from start date	No Penalty
Paid within two months from start date	20% of the license fee or \$25, whichever is greater
Paid after two months or more from start date	50% of the license fee or \$50, whichever is greater

■ Annual Business License Expiration:

All business licenses expire December 31. Annual renewal business license fees are due on or before January 31 to avoid late filing penalties.

NON REPORTING STATUS

If your business gross receipts are less than \$12,000 annually, you will be put on a non-reporting Tax filing status. When your business anticipates gross receipts during a calendar year to be \$12,000 or greater, it is your responsibility to notify Tax & License of the change in your status and to obtain the full fee Annual Business License. Failure to do so may subject your business to penalties. The Annual Business License notification is sent in the month of December to every business for renewal by January 31 of the next calendar year.

CITY ZONING, BUILDING & FIRE REQUIREMENTS

City Zoning, Building & Fire Requirements:

City zoning and fire requirements must be met before business activity commences in City of Tacoma.

The City Zoning code designates permitted uses of land based on mapped zones which separate one set of land uses from another. Please call Planning and Development Services at (253) 591-5030 to ensure your business location and activity meet the City's zoning requirements.

The City Building code requires building permits when making any modifications to a building. Please call Building and Land Use Services at (253) 591-5577 for information if making modifications.

The City Fire code has certain exit and safety requirements depending on the type of business activity. Please call the Fire department at (253) 591-5740 to ensure your business location and activity meet the City's fire requirements.

NOTE: In addition to the above requirements, apply directly to the Tacoma-Pierce County Health Department, Food & Community Safety Section, for permits relating to **FOOD SALES, FOOD SERVICE AND/OR PUBLIC AND SEMIPUBLIC SWIMMING POOLS.**



Use the information below as a guide to get your new business licensed. Each agency has different requirements that are dependent on your business activity and we recommend you contact each of them before starting your business.

Federal and State Licensing Information

- Determine the best type of business structure: Contact the Washington Secretary of State at 360-725-0377 or visit: www.sos.wa.gov.
- Obtain a Unified Business Identifier (UBI) by completing a Master Business Application at the Washington State Department of Revenue. Contact the Department of Revenue at 1-800-451-7985 or visit www.bls.dor.wa.gov.
- Determine if you need to obtain a Professional License from the Washington State Department of Licensing by visiting www.dol.wa.gov/listofflicenses or call 253-382-2000.
- Determine if you need to obtain a license or permit from the Washington State Department of Labor and Industries by visiting www.lni.wa.gov/tradeslicensing or call 1-800-647-0982.
- Determine if you need a Federal Identification Number from the Internal Revenue Service. Visit: www.irs.gov for more information or call the local Tacoma office at 253-428-3518.

Mere filing of an application shall not give the applicant the right to engage in business activity. New license applications should be filed 30 days prior to starting business in Tacoma to ensure any regulated activities are approved by the City. If you have not received an Annual Business License certificate within 15 business days of submitting your application, please contact Tax & License at 253-591-5252.

We look forward to seeing you in Tacoma!

Guide to Registering & Licensing a For-Hire Transportation Service Company

This guide is intended to assist a new For-hire Transportation Company through the process of applying for the required licenses to operate in the City of Tacoma or unincorporated Pierce County. Please read through this packet entirely, a copy of the Tacoma Municipal Code Chapter 6B.220 is also included. For questions please call the Tax & License Division at 253-591-5252 or visit our website at www.cityoftacoma.org/businesslicense.

Per The Tacoma Municipal Code Chapter 6B.220.110...*It shall be unlawful for any person, firm or corporation to hold out, advertise, offer information or a method to obtain a third party for-hire transportation service, solicit, operate, drive or use any vehicle as a for-hire in the City of Tacoma without having first obtained the licenses required pursuant to the provisions of this subtitle.*

Step 1 of 4

Submit the "**Color scheme request**" application to the Tax & License Division (733 Market St., Room 21, Tacoma WA 98402). This application is included in this packet or may be downloaded at www.cityoftacoma.org/businesslicense and click on regulatory license.

Are you an Affiliated For-hire?

Affiliated for-hires are treated as their own transportation company, and must be able to meet all requirements listed in the Tacoma Municipal Code 6B.220. Affiliated for-hires are required to submit a letter from the affiliated transportation company giving the affiliated for-hire permission to use the company's colors. For more information about this, please call the Tax & License Division at 253-591-5252.

The Tax Manager will review the proposed color scheme request and will contact the transportation company usually within 2-4 business days.

Step 2 of 4

Upon approval of the color scheme, the owner may now:

- Have the for-hire vehicles painted with the approved colors and lettering.
- Obtain insurance for each for-hire vehicle; City of Tacoma must be listed as additionally insured. At a minimum must be issued by either an admitted carrier in State of Washington with not less than an A.M. Best Rating of B or by a surplus line insurer with not less than A. M. Best Rating of B+. Please read 6B.220.200 for the specific insurance requirements needed.
- Install meters in each for-hire vehicle (*only if providing a metered service*).
- Establish method in which you will provide consumer information. See 6B.220.240 (8)
- Obtain the Certificate of Safety for each for-hire vehicle.

Step 3 of 4

Once Step 2 is completed, the For-hire transportation company may now register for the City of Tacoma Licenses, the following forms and licenses are required.

For-hire Transportation Company

- Certificate of Registration
- Annual Business License \$90
- Home Occupation License \$75 (If applicable)

For-hire Vehicle(s)

- For-hire vehicle License \$75 (per vehicle)
- Meter inspection \$50 (if metered for-hire vehicle)
- Copy of the Motor Vehicle registration for each for-hire vehicle
- Certificate of Safety for each for-hire vehicle
- Copy of Insurance Policy or Binder
- Authorization letter from For-hire Transportation Company allowing you to use their colors and name. (if you are an affiliated for-hire)

For-hire Driver

- For -Hire Driver License Application \$50
- Fingerprint Card, obtained from LESA records, (930 Tacoma Ave South, Tacoma WA 98402.) OR submit proof that a criminal background check has been conducted by a City approved third party vendor
- Check/Money order for \$38 payable to WSP for criminal background check. (If no proof that one has already been conducted)
- For-Hire Driver Intent Letter
- Proof of completion of City approved defensive driving course.
- Proof of completion of a City approved For-hire Driver Training Program. May attend the City offered online training program for a fee of \$25
- Passing score on written exam administered through Tacoma Community College

This application must be made in person at the Tax & License office located at 733 Market St., Rm 21 Tacoma WA 98402.

Step 4 of 4

Once all the applications are processed the non-metered for-hire vehicle will be issued a for-hire plate. Metered for-hire vehicles will be scheduled for a meter inspection. A City of Tacoma Tax & License Compliance Officer will contact the for-hire owner to schedule the inspection. Once vehicle passes meter inspection, a plate will be issued and license approved.

- Re-inspection for failed vehicles or re-scheduling the inspection will incur a fee of \$50.
- For-hire plates are non-transferrable and must be prominently displayed on the rear of the for-hire vehicle.
- The for-hire vehicle owner must notify the Tax & License office in writing within five (5) working days whenever a for-hire vehicle is destroyed, rendered permanently inoperable, sold or is taken out of service for any reason. The for-hire plate must also be returned.

For questions regarding any of these requirements contact the Tax & License Division at 253-591-5252 or visit www.cityoftacoma.org/businesslicense.



City of Tacoma
Finance Department

For-Hire Transportation Services Company Color Scheme Request

Please complete the requested information below and return to the Tax & License Division. Your colors request will be reviewed by the Tax Manager. Within 3 business days Tax & License will notify you of approval or if any modifications need to be made.

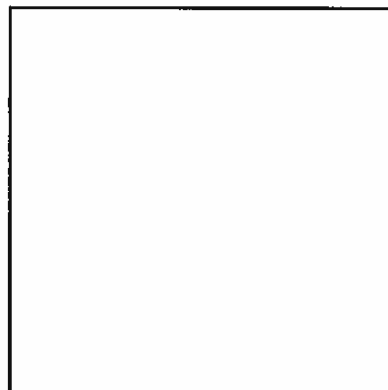
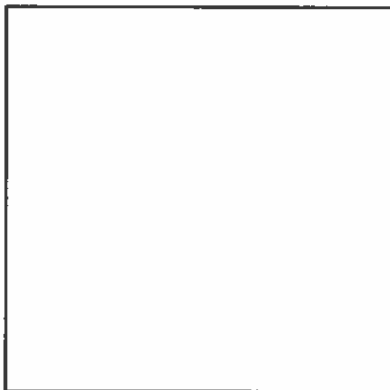
Owner Information

Name of Company	
Owners Name	Contact Number
Owners Address	

Provide for hire vehicle color scheme and lettering placement.

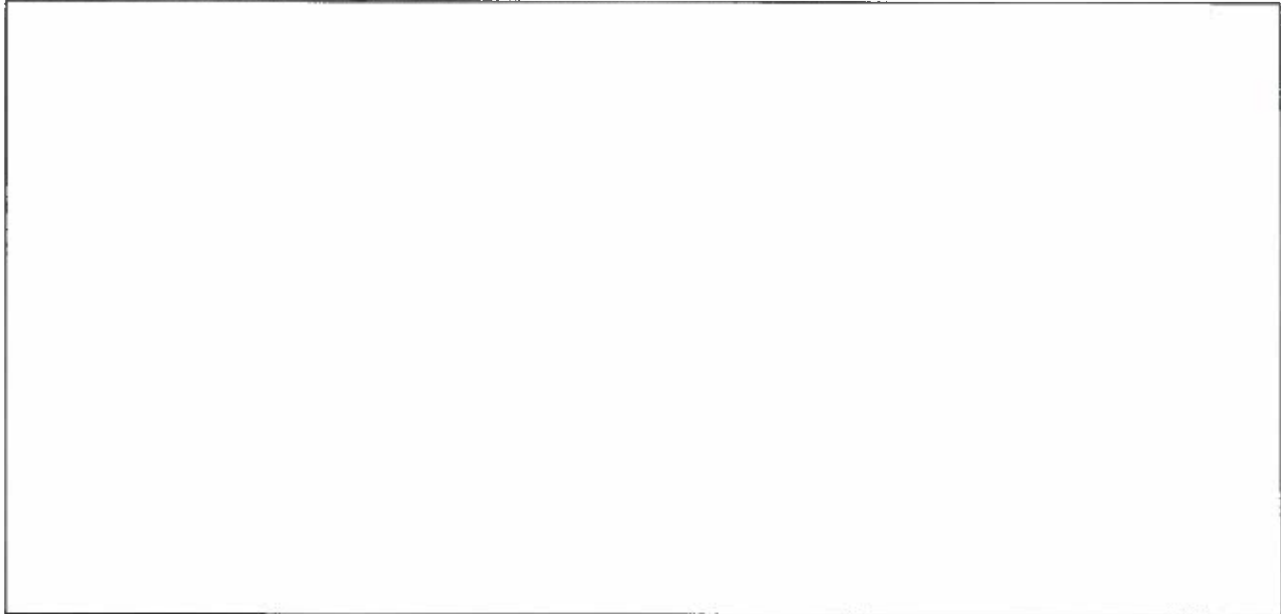
Proposed Color Scheme

Attach main colors paint chips



Complete Reverse Side

Provide a picture of For-Hire vehicle and/or a detailed diagram of the vehicle indicating the color scheme and lettering. Attach more photos if necessary.



Please allow up to three (3) business days to review your color scheme. Once colors have been approved, application for registration and license must be received within ninety (90) days of approval or the colors will become available to another potential company.

For Office Use Only

Colors Approved: YES NO

Tax Manager Signature

Date



City of Tacoma

Contract Account# _____

For-Hire Vehicle License -Supplemental

Please complete and provide the following documents. Incomplete applications will not be accepted.

- Certificate of Safety
- Vehicle Registration
- Copy of Insurance Policy/Binder -City named as additional insured
- Permission / Intent letter from For-Hire Transportation Services Company (if applicable)

Contact Information

BUSINESS NAME	CONTACT NAME	PHONE

Select Business Type

<input type="checkbox"/> FOR-HIRE TRANSPORTATION SERVICES COMPANY (Company that owns colors and trade name) Are you the driver of this vehicle? Yes <input type="checkbox"/> No <input type="checkbox"/>	<input type="checkbox"/> AFFILIATED FOR-HIRE VEHICLE (vehicle is associated to a particular for-hire transportation services company by using their application dispatch services, approved colors scheme and/or trade name, also called an owner operator) Are you the driver of this vehicle? Yes <input type="checkbox"/> No <input type="checkbox"/> If NO , please provide your licensed driver name below.
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Vehicle Information

MAKE OF VEHICLE/MODEL	WA PLATE #	YEAR

Reason for Applying (Check One)

<input type="checkbox"/> ADDING NEW FOR-HIRE VEHICLE: Car Number (if applicable) _____
<input type="checkbox"/> RENEWING FOR-HIRE VEHICLE LICENSE: Car Number _____ Plate Number _____
<input type="checkbox"/> REPLACING A FOR-HIRE VEHICLE: Date Car Removed From Service _____ Car Number Removed _____ Plate Number Returned _____ Replaced with Car Number _____

Complete Reverse Side

Consumer Complaints

Per Tacoma Code 6B.220.240 every for-hire vehicle shall be equipped with consumer information conspicuously posted in a prominent place within the passenger compartment, on the app used to obtain transportation services, and/or in an electronic receipt. Consumer information must include, at a minimum, the for-hire vehicle name, number, if applicable, the for-hire driver's name and for-hire driver license number, a consumer survey and complaint card and shall include the following notice:

"The driver of this for-hire vehicle is required by Tacoma City Code to give a receipt for services provided to any passenger who requests one. If you have a complaint about a for-hire vehicle or for-hire driver, contact the for-hire transportation services company (insert your business name, address, phone number, email address) or the Director (733 Market St, Room 21, Tacoma WA 98402; 253-591-5252; forhire@cityoftacoma.org.)"

Please check below to indicate how you are providing this notice:

- Posted in vehicle (Requires consumer survey & complaint cards)
- On APP
- Listed on an Electronic Receipt

If the consumer information is made available on the app or through an electronic receipt or through a combination of such technologies, the consumer shall be provided the opportunity for feedback on the individual ride instead of a consumer survey or complaint card.

Signature of Owner and/or Operator

The undersigned hereby certifies that they have complied with the provision of the Revised Code of Washington 46.75.050 with regards to liability insurance. I acknowledge that I must comply with all requirements in the Tacoma Municipal Code 6B.220 and that the information shown is correct to the best of my knowledge and belief under penalties of perjury.

Signature of Applicant

Date



City of Tacoma
Finance Department

Contract Account# _____

CERTIFICATE OF SAFETY

FOR-HIRE VEHICLE

Company/Owner Name	Make	Model	Year
VIN#	WA Plate#	Mileage	City Plate/Decal # (if applicable)

VEHICLE SAFETY INSPECTION

INSPECTION POINT	PASS	FAIL	INSPECTION POINT	PASS	FAIL
HEADLIGHTS (high/low beams must operate)	<input type="checkbox"/>	<input type="checkbox"/>	WINDSHIELD WIPERS (Required and operational)	<input type="checkbox"/>	<input type="checkbox"/>
TAIL LIGHTS (operational)	<input type="checkbox"/>	<input type="checkbox"/>	DOORS (Open/close properly, rear door locks accessible to passengers in locked position)	<input type="checkbox"/>	<input type="checkbox"/>
TURN SIGNALS(operational)	<input type="checkbox"/>	<input type="checkbox"/>	HORN (required and operational)	<input type="checkbox"/>	<input type="checkbox"/>
BRAKE LIGHTS (operational)	<input type="checkbox"/>	<input type="checkbox"/>	SPEEDOMETER (required and operational)	<input type="checkbox"/>	<input type="checkbox"/>
EMERGENCY 4 WAYS (operational)	<input type="checkbox"/>	<input type="checkbox"/>	DEFROST (required and operational)	<input type="checkbox"/>	<input type="checkbox"/>
BACK UP LIGHTS (operational)			SEAT BELTS FOR DRIVER & ALL PASSENGER POSITIONS		
Dashboard(operational)			MUFFLER & EXHAUST SYSTEM (Free of leaks, defects, or tampering and meets State of Washington emission standards)	<input type="checkbox"/>	<input type="checkbox"/>
BRAKES (PADS/SHOES) (Exceeds manufacturer minimum specs)	<input type="checkbox"/>	<input type="checkbox"/>	FLUID LEAKS (No fluid leaks, including but not limited, to motor oils, antifreeze, transmission fluid, and brake fluid.	<input type="checkbox"/>	<input type="checkbox"/>
SUSPENSION SYSTEM (Adequate suspension to prevent excessive motion when operating)	<input type="checkbox"/>	<input type="checkbox"/>	AIR CONDITION SYSTEM FREE OF CFC LEAKS (If Applicable)	<input type="checkbox"/>	<input type="checkbox"/>
ADEQUATE STEERING SYSTEM (Per Manufacturers allowable tolerance)	<input type="checkbox"/>	<input type="checkbox"/>	MECHANICALLY SOUND	<input type="checkbox"/>	<input type="checkbox"/>
Ball Joints	<input type="checkbox"/>	<input type="checkbox"/>	FRONT END ALIGNMENT(No excess movement in steering)	<input type="checkbox"/>	<input type="checkbox"/>
Tie Rods	<input type="checkbox"/>	<input type="checkbox"/>	NO EXCESSIVE NOISE	<input type="checkbox"/>	<input type="checkbox"/>
Rack & Pinion	<input type="checkbox"/>	<input type="checkbox"/>	TIRES (tread greater than minimum tread depth per manufacturer)	<input type="checkbox"/>	<input type="checkbox"/>
Bushings	<input type="checkbox"/>	<input type="checkbox"/>	MIRRORS (Must have two side mirrors and interior rear mirror)	<input type="checkbox"/>	<input type="checkbox"/>
WINDSHIELD (No visible cracks/nicks)	<input type="checkbox"/>	<input type="checkbox"/>	BUMPERS (vehicle has front/rear)	<input type="checkbox"/>	<input type="checkbox"/>
REAR WINDOW & OTHER GLASS (no visible cracks/nicks)	<input type="checkbox"/>	<input type="checkbox"/>	LETTERING/PAINT(no peeling paint/lettering (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
WINDOWS OPERATIONAL(from passenger positions)	<input type="checkbox"/>	<input type="checkbox"/>	BODY (Minimal-rust/ dents/damage)	<input type="checkbox"/>	<input type="checkbox"/>

Complete Reverse Side

Tax & License | 733 Market Street, Room 21 | Tacoma, WA 98402-3716 | (253) 591-5252 | FAX (253) 591-5512
cityoftacoma.org/businesslicense

INSPECTION FACILITY

Inspection Facility Name	Address
Phone	Inspector Name (Print)

VEHICLE SAFETY INSPECTION RESULT

PASS	FAIL
<input type="checkbox"/>	<input type="checkbox"/>

ASE TECHNICIAN SIGNATURE

I _____ (Print name) hereby certify that the vehicle list above was inspected in accordance with the Tacoma municipal code chapter 6B.220.240.2.		
ASE Inspector signature	Date	State Certification #

VEHICLE OPERATING REQUIREMENTS

No for-hire vehicle licensed by the City may lawfully operate within the City of Tacoma unless an approved mechanic has issued a valid Certificate of Safety for the vehicle within the last year. The Certificate of Safety remains valid, if the vehicle is sold until the next renewal date.

“Approved Mechanic” means a mechanic who (1) has met all requirements of the National Institute of Automotive Service Excellence, (2) does not own, lease or drive a for-hire vehicle, and (3) has no financial interest, including any employment interest, in any for-hire vehicle or in any owner that owns or leases for-hire vehicles.

Mechanics must have been awarded certificates of competency by the National Institute for Automotive Service Excellence (ASE) in the following areas: Brakes, Engines, Steering and Suspension systems or Master Mechanic.



For-Hire Driver License Application-Supplemental

Please complete the application in full and provide the following documents. A new For-Hire Identification card will be issued upon approval. Incomplete applications cannot be accepted.

- For-Hire Owner Intent Letter
- Copy of WA Driver License
- For-Hire Driver License fee of \$50
- Proof of full criminal background check and a copy of driver abstract from Washington Department of Licensing **OR** consent to the City conducting a full criminal background check and review of driver abstract from Washington Department of Licensing
- Proof of completion of City authorized driver training program or take City offered class.
- Proof of completion of City authorized defensive driving program
- **New Applicants requesting the City to conduct background check must also provide**
 - Fingerprint Card –Obtained at South Sound 911 at 945 Tacoma Ave (\$10 fee paid to South Sound 911)
 - Check/money order made payable to Washington State Patrol for \$38
- **New Applicants taking the online City offered class**
 - Include fee of \$25 for class
 - Exam fee of \$30 is paid directly to Tacoma Community College

For Hire Driver Information

Type or Print (Last, First, Middle Initial)		Previous Names or Aliases	Date of Birth
Home Address (Number, Street, Apartment number)			
City	State	Zip	
Mailing Address (if different from above)			
Business/Cell Phone#	Email Address		
Has your for-hire driver's or driver's license ever been suspended, revoked or denied? YES* <input type="checkbox"/> NO <input type="checkbox"/> *If Yes, for what cause?			
List the Company(s) you drive for and provide Intent Letter:	Are you a U.S. Citizen? Yes <input type="checkbox"/> *No <input type="checkbox"/>		
*If No, please include proof of work authorization			

Complete Reverses side

Criminal Background Check per TMC 6B.220.250

Has your affiliated for-hire company conducted a full criminal background check and reviewed your driving abstract from the Washington State Department of Licensing? Yes No

If yes, please provide letter from For Hire Transportation Services Company of approval.

If no, to continue the application process you must sign the consent below authorizing the City to conduct the review and include the fees listed above.

Criminal Background Check per TMC 6B.220.250

The company I drive for has not conducted a full background check. Therefore:

I _____ (print name) authorize the Director of the Finance Department of the City of Tacoma, or any officer, agent or employee of the City designated to act on the Director’s behalf to conduct a full criminal background check through Washington State Patrol and Federal Bureau of Investigation criminal databases and I consent to be fingerprinted. In addition, I authorize the Director to obtain a current copy of my driver abstract from the Washington State Department of Licensing.

Signature

Date

Driver Certification of Fitness to Drive & Signature

I _____ (print name) certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct. I certify that I am in good physique, with good eyesight and not subject to any infirmity of body or mind, which might render me unfit for the safe operation of any for-hire vehicle. I acknowledge that I must comply with all requirements in the Tacoma Municipal Code Chapter 6B.220 and omission or false representation of a material fact shall be grounds for denial of my license.

Signature

Date

City offered Class & Exam Information

In order to receive your For-Hire Driver license you must attend a City authorized training class, complete a city approved defensive driving program and pass a written exam within sixty (60) days of application. It is the driver’s responsibility to submit proof of class completion and successful exam results. All applications for a for-hire driver’s license become void if the applicant, for any reason other than delay caused by the City, fails or neglects to complete the application process or obtain a license within sixty (60) days of submitting an application. License fees are non-refundable. City offered online class web link is given at time of application.

Accessible Services Fund

The for-hire transportation industry and the City of Tacoma are working together to provide more options to passengers in need of accessible transportation.

In that effort beginning in October 2014 all for-hire rides originating in the City of Tacoma include an additional \$0.10 per ride fee. The fee goes towards administration of the Tacoma Municipal Code 6B.220 For-Hire Regulations, which includes establishing an accessible services fund. This fund will assist in providing accessible for-hire vehicles to the public in need of more accessible transportation options.

For more information please contact the City at TacomaFIRST 311 or Tax & License at 253-591-5252 or licenseinfo@cityoftacoma.org.

City Of Tacoma

Accessible Services Fund - Ride Report

Per Tacoma Municipal Code 6B.220.140.A.2.a for-hire vehicle owners shall pay a \$.10 per ride fee for all rides originating in the City of Tacoma for each vehicle not meeting the criteria of an 'Accessible for-hire vehicle' as defined by subsection 6B.220.130.

Please enter all information requested below, sign and return with payment.

Company/Vehicle Information

1) For-Hire Transportation Service Company: _____

2) Number of affiliated vehicles you are filing on behalf of: _____

Reporting Period/Ride Information

- In Column 1, enter the quarter and year you are reporting
- In Column 2, enter the number of rides that originated in the city limits of Tacoma
- Multiply Column 2 by Column 3 and enter that figure into Column 4
- Column 4 is the amount of fee due to the City of Tacoma

Reporting Period Quarter -Year	Number of Rides	Amount Per Ride	Amount Due
		\$0.10	\$
			Check #

Please return entire form and make checks payable to City Treasurer

Reporting Period	Due Date
1 st Quarter (Jan - Feb - Mar)	April 30 th
2 nd Quarter (Apr - May - June)	July 31 st
3 rd Quarter (July - Aug - Sept)	October 31 st
4 th Quarter (Oct - Nov - Dec)	January 31 st

Signature

The undersigned hereby certifies that the information shown is correct to the best of his/her knowledge and belief under penalties of perjury.

Signature: _____

Printed Name: _____

Title: _____ Phone: _____

Chapter 6B.220
FOR-HIRE REGULATIONS³

*Repealed and reenacted by Ord. 28251 Ex. A, passed Sept. 30, 2014:
Ord. 26701 Ex. A, passed Apr. 3, 2007; and Ord. 27297 § 1; passed Nov. 23, 2004*

Sections:

- 6B.220.100 Scope, authority and purpose.
- 6B.220.110 License required – For-hire transportation services company, for-hire vehicle and for-hire driver.
- 6B.220.120 License inspection.
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- 6B.220.240 For-hire vehicle – Operating requirements.
- 6B.220.250 For-hire driver – License application and requirements.
- 6B.220.260 For-hire driver – Criminal background check and fingerprints.
- 6B.220.270 For-hire driver – Certification of fitness to drive.
- 6B.220.280 For-hire driver – Training program.
- 6B.220.290 For-hire driver – Examination.
- 6B.220.300 For-hire driver - Standards for license denial; Appeal.
- 6B.220.310 For-hire driver – Temporary license.
- 6B.220.320 For-hire driver – Operating standards.
- 6B.220.330 For-hire driver – Reports to the Director.
- 6B.220.340 For-hire driver – Passenger relations standards.
- 6B.220.350 For-hire driver – Soliciting and cruising standards.
- 6B.220.360 For-hire stand – Establishment of for-hire stands.
- 6B.220.370 For-hire stand – For-hire driver standards.
- 6B.220.380 License suspension and revocation – For-hire transportation services company, for-hire vehicle and for-hire driver; Appeal.
- 6B.220.390 License violations and penalties – For-hire transportation services company, for-hire vehicle and for-hire driver; Appeal.

6B.220.100 Scope, authority and purpose.

A. This chapter applies to all for-hire transportation services companies, for-hire vehicle owners and all for-hire drivers operating within the City of Tacoma.

B. This chapter is an exercise of the City of Tacoma's police powers and authority pursuant to Chapter 46.72 RCW and Chapter 81.72 RCW to license for-hire vehicles and for-hire drivers. The regulatory purposes include increased safety, reliability, cost-effectiveness, and economic viability and stability of privately-operated for-hire transportation services within the City of Tacoma.

C. The purpose of this chapter is to provide for the safe, fair and efficient operation of for-hire vehicles. For-hire vehicles are a component of the City's transportation system and because transportation so fundamentally affects the City's well-being and that of its citizens, some regulation is necessary to ensure that the public safety is protected, the public need provided, and the public convenience promoted. It is not the purpose of this chapter to displace competition with regulation. This chapter is not intended to regulate limousines and is consistent and compliant with Chapter 46.72A RCW.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

³ Previous legislation: Ord. 28154 Ex. A; passed Jun. 11, 2013; Ord. 27863 Ex. A; passed Dec. 15, 2009; Ord. 27601 Ex. A; passed Apr. 3, 2007; Ord. 27297 § 1; passed Nov. 23, 2004

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6B.220.110 License required – For-hire transportation services company, for-hire vehicle and for-hire driver.

It shall be unlawful for any person, firm or corporation to hold out, advertise, offer information or a method to obtain a third party for-hire transportation service, solicit, operate, drive or use any vehicle as a for-hire in the City of Tacoma without having first obtained the licenses required pursuant to the provisions of this subtitle.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.120 License inspection.

The inspection of for-hire vehicles, inspection and sealing of taximeters, the examining of the qualifications of applicants for for-hire vehicle licenses and licenses to drive for-hire vehicles and the enforcing of the provisions of this chapter shall be under the supervision and control of the Director and may be enforced by the Chief of Police, duly appointed City of Tacoma law enforcement, tax and license, and road use compliance officers.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.130 Definitions.

For the purposes of this chapter 6B.220 of the Tacoma Municipal Code, the following terms, phrases, words, and their derivations shall have the meaning given herein; words not defined herein which are defined in Title 6, shall have the same meaning or be interpreted as provided in Title 6.

- A. “Accessible for-hire vehicle” means a for-hire vehicle designed or modified to transport passengers in wheelchairs or other mobility devices where passengers can board the for-hire vehicle via a ramp or lift.
- B. “Affiliated for-hire vehicle” means a for-hire vehicle licensed or associated to a particular for-hire transportation services company by using their application dispatch services, approved color scheme and/or trade name.
- C. “Application” or “app” means a program or piece of software most commonly downloaded to a device including but not limited to a computer and/or a mobile device, that is designed to fulfill a particular purpose and/or provides content such as text, graphics, images, maps, communications, banking, payment services, music, software, audio, video, information or other materials available to users of the computer, mobile device and/or other device.
- D. “Application dispatch” means technology that allows consumers to directly request transportation services from for-hire drivers and/or for for-hire drivers to accept compensation for transportation services via the internet using electronic devices, computer devices or mobile interfaces such as, but not limited to, smartphone and tablet applications. The app may include mapping services to show the locations of available for-hire drivers.
- E. “Approved Mechanic” means a mechanic who 1) has met the automotive requirements of the National Institute for Automotive Service Excellence, 2) does not own, lease or drive a for-hire vehicle, and 3) has no financial interest, including any employment interest, in any for-hire vehicle or in any owner that owns or leases for-hire vehicles.
- F. “Certificate of Safety” means a prescribed document approved by or provided by the Director completed by an approved mechanic certifying that a particular vehicle passed a uniform vehicle safety inspection, and that the vehicle is mechanically sound and fit for driving. The approved mechanic is responsible for checking that the plates, decals, customer notices as required by the City are legible and properly displayed as specified by the Director by rule.
- G. “Classic car” means an automobile that was high priced when new, is currently of superior appearance, is a fine or distinctive automobile, that has been restored or maintained to current maximum professional standards of quality in every area, with components operating and appearing as new, and showing very minimal wear.
- H. “Commercial activity” means the time a for-hire driver accepts a trip request through an online-enabled app or platform until the completion of the ride.
- I. “Compensation” means remuneration or anything of economic value that is provided, promised, suggested, or donated primarily in exchange for services rendered.
- J. “Director” means the Director of the Finance Department of the City, or any officer, agent, or employee of the City designated to act on the Director’s behalf.
- K. “Dispatch Services” means a service which connects for-hire drivers to persons seeking transportation or persons engaging in peer-to-peer transportation whether via radio, phone, internet, mobile application, computer or other mechanical or electronic means.
- L. “For-hire driver” means a TNC affiliated driver or a person physically engaged in driving a for-hire vehicle that is providing or soliciting transportation services, ridesharing and/or peer-to-peer transportation, whether or not said person is the

owner of or has any financial interest in the ownership of said for-hire vehicle or whether or not the person is using an app, a dispatch service, an information service and/or similar method to provide transportation services for compensation.

M. “For-hire Stand” shall mean that portion of any street set aside and designated as parking or standing space to be occupied by for-hire vehicles.

N. “For-hire Transportation Services Company” means:

1. A person who owns and operates a for-hire vehicle(s) and uses their own City approved color scheme and trade name;
2. A person who does not own and operate a for-hire vehicle but allows other people to affiliate a for-hire vehicle to the for-hire transportation services company’s color scheme, trade name and/or dispatch services; or
3. A transportation network company as defined in this chapter.

O. “For-hire Vehicle” means any motor vehicle, whether a personal vehicle, fleet or commercial vehicle, or TNC affiliated vehicle held out to the public for hire or used for the transportation of persons for compensation; subject to call by the public generally, where the route traveled or destination is controlled by the customer, the compensation is calculated on the basis of an amount recorded and indicated on a taximeter, a mobile device app or an application dispatch service, by a written contract or invoice signed by both parties, or based on an initial fee, distance traveled, waiting time, or any combination thereof as permitted under this chapter, provided that, for-hire vehicle shall not mean:

1. School buses operating exclusively under a contract to a school district;
2. Ride-sharing vehicles under Chapter 46.74 RCW;
3. Limousine carriers licensed under Chapter 46.72A RCW;
4. Vehicles used by nonprofit transportation providers solely for elderly or persons with disabilities and their attendants under Chapter 81.66 RCW;
5. Vehicles used by auto transportation companies licensed under Chapter 81.68 RCW;
6. Vehicles used to provide courtesy transportation at no charge to and from parking lots, hotels, and rental offices; and
7. Vehicles licensed under, and used to provide “charter party carrier” and “excursion service carrier” services as defined in, and required by, Chapter 81.70 RCW.

P. “For-hire Vehicle Endorsement” means a decal, sticker or similar identification, issued by the City, which is prominently displayed on the rear of a for-hire vehicle, identifying that the vehicle is licensed to operate in the City.

Q. “For-hire Vehicle Owner” means a person that owns a for-hire vehicle.

R. “For-hire Vehicle Plate” means a numbered metal identification plate, issued by the City, permanently affixed to and prominently displayed on the rear of a for-hire vehicle.

S. “Licensee” means any person or entity licensed under this chapter.

T. “Operating a for-hire vehicle” means having a passenger in a for-hire vehicle, the for-hire vehicle is parked in a for-hire stand, the taximeter is engaged in the for-hire vehicle, the dispatch records show the vehicle has been dispatched, the for-hire vehicle top light is illuminated, the trip records show that the for-hire vehicle has started a shift and there is no record for ending a shift, the for-hire driver is signed into and active on the application dispatch service, the for-hire driver has offered transportation services to a passenger, the for-hire driver is engaged in commercial activity or any other facts reasonably showing that a for-hire driver has offered, or is available to offer, its services to a passenger. Operating a for-hire vehicle does not include using a personal vehicle for personal use.

U. “Operating in the City of Tacoma” means owning, leasing, advertising, driving, occupying and/or otherwise operating a for-hire vehicle that at any time transports any passenger for compensation from a point within the geographical confines of the City of Tacoma. A for-hire transportation services company is “operating in the City of Tacoma” if it provides application dispatch services to any affiliated for-hire driver at any time for the transport of any passenger or item for compensation from a point within the geographical confines of the City of Tacoma. The term does not include being in control of a for-hire vehicle that is physically inoperable.

V. “Person” means any individual, receiver, administrator, executor, assignee, trustee in bankruptcy, trust, estate, firm, co-partnership, joint venture, club, company, joint stock company, business trust, municipal corporation, political subdivision of the state of Washington, corporation, limited liability company, association, society, or any group of individuals acting as a unit, whether mutual, cooperative, fraternal, nonprofit, or otherwise, and the United States or any instrumentality thereof.

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W. “Persons with disabilities” means any individual with a disability who has a sensory, mental, or physical impairment that substantially limits one or more of life’s major activities; is medically cognizable or diagnosable; has a record or history of such impairment; or is regarded as having such impairment. People with disabilities include ambulatory persons, whose capacities are hindered by sensory disabilities such as blindness or deafness, such mental disabilities as cognitive impairments or emotional illness, and physical disabilities that still permit the person to walk comfortably, or a combination of these disabilities. It also includes a semi-ambulatory person who requires such special aids to travel as canes, crutches, walkers, respirators, or human assistance, and a non-ambulatory person who must use wheelchairs or wheelchair-like equipment to travel.

X. “Taximeter” means any mechanical or electronic device or instrument which, based upon a predetermined rate or rates, automatically calculates and displays, by means of figures, a fare based on distance traveled, time elapsed, or any combination thereof.

Y. “Transportation network company (TNC)” means a person operating in the City of Tacoma that enables TNC affiliated drivers to provide prearranged transportation services for compensation using an online-enabled TNC application or platform which connects passengers with for-hire drivers using their personal vehicles and that is subject to the licensing requirements under this chapter.

Z. “Transportation network company (TNC) affiliated driver” means a for-hire driver affiliated with a transportation network company.

AA. “Transportation network company (TNC) affiliated vehicle” means a personal motor vehicle used for the transportation of passengers for compensation that is affiliated with a transportation network company. A personal vehicle while used for personal use is not considered a TNC affiliated vehicle.

BB. “Waiting Time” means time during which the for-hire vehicle is under the direction of a passenger and the for-hire vehicle is not moving.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.140 Fees – License and inspection; Exemptions.

A. The fees are hereby fixed as follows:

1. For-hire driver and for-hire vehicle license.

Description	Fees
For-hire driver license	\$50
For-hire driver license replacement	\$ 5
For-hire vehicle license	\$75
For-hire vehicle replacement plate	\$25
Taximeter inspection	\$50
Taximeter inspection re-scheduling fee	\$50

2. Accessible services fund.

In addition to the fees specified in subsection 6B.220.140.A.1, as part of the license issuance or renewal fee, for-hire vehicle owners shall pay the following fees:

a. For-hire transportation services company shall pay a \$0.10 per ride fee for all rides originating in the City of Tacoma for each affiliated for-hire vehicle not meeting the criteria of an ‘Accessible for-hire vehicle’ as defined by subsection 6B.220.130.

b. The ride report and fee shall be submitted on the 1st day of each calendar quarter beginning on January 1, 2015 on a prescribed document approved by or provided by the Director.

3. Transportation network company license.

a. Each TNC shall pay a \$15,000 licensing fee within 30 days of the effective date of this ordinance or within 30 days prior to making available within the geographical confines of the City their dispatch application services or app which can be used to connect consumers with for-hire drivers who provide for-hire transportation services.

b. The Director may, based on information submitted by a TNC prior to the TNC making available within the geographical confines of the City their dispatch application services or app which can be used to connect consumers with for-hire drivers

who provide for-hire transportation services, and after review of administrative and regulatory cost impacts, fix a licensing fee of less than \$15,000.

c. The Director may propose an ordinance to convert to a per ride fee to cover continuing administrative and regulatory costs related to for-hire drivers and for-hire vehicles operating in the City of Tacoma. Such adjustment shall take into account whether a per-ride fee will cover the estimated administrative, enforcement and regulatory costs of this chapter.

B. Exemptions.

1. The for-hire vehicle license fees assessed in this subsection shall not apply to:

- a. Accessible for-hire vehicles; or
- b. TNC affiliated vehicles.

2. The for-hire driver license fees assessed in this subsection shall not apply to:

- a. TNC affiliated drivers.

(Ord. 28303 Ex. A; passed Jul. 7, 2015; Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.150 License expiration and renewal.

A. For-hire vehicle license.

1. Each for-hire vehicle owner shall pay an annual for-hire vehicle license fee per 6B.220.140 times the number of licensed vehicles.

2. Upon payment of the correct license fee by the for-hire vehicle owner and compliance with all other requirements for issuance of a for-hire vehicle license, the Director shall issue a license.

3. Notwithstanding the provisions of 6B.10 of the Tacoma Municipal Code, for-hire vehicle licenses shall expire on June 30th except that TNC affiliated vehicles shall be effective as of the first day of the month of issuance regardless of the actual date of issue and shall expire one (1) year from the date of issuance. Each for-hire vehicle owner must renew the for-hire vehicle license every year.

4. No for-hire vehicle license may be renewed unless all outstanding penalties assessed against the for-hire vehicle owner are paid in full, the for-hire transportation services company is in compliance with the provisions of this chapter, and the for-hire vehicle owner has filed a renewal application and paid the renewal fee and all inspection fees.

B. For-hire driver license.

1. All for-hire drivers' licenses issued pursuant to the provisions of this subtitle shall be effective as of the first day of the month of issuance regardless of the actual date of issue and shall expire one (1) year from the date of issuance.

2. Each for-hire driver must renew the for-hire driver's license every year, provide new photographs, and provide or submit to an updated criminal background check.

3. Effective January 1, 2015, all for-hire drivers' licenses issued pursuant to the provisions of this subtitle shall be effective as of the first day of the month of issuance regardless of the actual date of issue and shall expire two (2) years from the date of issuance.

4. Effective January 1, 2015, each for-hire driver must renew the for-hire driver's license every other year, provide new photographs, and submit to a new criminal background check.

5. No for-hire driver's license may be renewed unless all outstanding penalties against the for-hire driver are paid in full to the Director and the for-hire driver has filed a renewal application and paid the renewal fee.

6. Whenever the for-hire driver license furnished by the City shall become worn out, damaged, faded or otherwise unfit for use, the City may require that such license be destroyed and may require the licensee to furnish new photographs if the City does not have current photos on file that can be used on the replacement license and purchase a replacement license according to the fee established in 6B.220.140.

C. The Director shall deny any renewal application if grounds exist for the Director to deny a license pursuant to 6B.220.210 and 6B.220.300 and may deny the renewal if grounds exist that would justify denial under 6B.10.

D. Denial of renewal of a for-hire vehicle or for-hire driver license is subject to appeal pursuant to Chapter 6B.10 of the Tacoma Municipal Code.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

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6B.220.160 For-hire transportation services company – For-hire data.

A. The Director shall have the right to examine any records relating to the compliance of a for-hire transportation services company in the City of Tacoma or any person holding a license issued pursuant to this chapter, including, but not limited to, insurance policies, dispatch records, trip records or any other information as required pursuant to this chapter.

B. Immediate access to any records required under this chapter by the for-hire transportation services company, for-hire vehicle owner or for-hire driver shall be made available upon court order to law enforcement officers of the City of Tacoma to assist in the investigation of any crime.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.170 For-hire transportation services company – Reports to the Director.

A. A for-hire transportation services company shall with 48 hours notify the Director upon the for-hire transportation services company receiving knowledge, at any time during the current for-hire vehicle or for-hire driver license term, of any of the following occurrences involving any affiliated for-hire driver or for-hire vehicle owner:

1. Any arrest and charge, conviction, bail forfeiture or other final adverse finding of the for-hire driver, for any criminal offense that occurs during, or arises out of, the for-hire driver's operation of such for-hire vehicle;
2. Any arrest and charge, conviction, bail forfeiture or other final adverse finding of the for-hire driver for any criminal offense involving theft, robbery, burglary, assault, sex crimes, drugs, prostitution, moral turpitude, or any offense as provided in 6B.220.300;
3. Any vehicle accident required to be reported to the State of Washington involving any for-hire vehicle operated by the for-hire driver; or
4. Any restriction, suspension or revocation of such for-hire driver's motor vehicle driver's license.

B. Every for-hire transportation services company shall on September 1st of every year submit a current list of affiliated for-hire vehicles and for-hire affiliated drivers operating in the City of Tacoma to the Director or consent to an audit of records by the Director that can be conducted at a mutually agreeable location in order to verify that all affiliated drivers and vehicles are properly licensed.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.180 For-hire transportation services company – Responsibilities.

The for-hire transportation services company shall:

- A. Maintain a business address, mailing address, and email address (if available) where the owner can accept mail, and a business telephone in working order and/or an email address that can be answered during all hours of operation;
- B. Comply, and require that all affiliated for-hire vehicle owner(s) and affiliated for-hire driver(s) comply with any applicable regulations promulgated under this chapter;
- C. Ensure that each affiliated for-hire vehicle is insured as required pursuant to this chapter;
- D. Provide proof of insurance to the Director required pursuant to this chapter;
- E. Collect and store for at least two (2) years, records of service request (trip) originating in the City of Tacoma for affiliated for-hire vehicles, including daily records of for-hire vehicles in service, together with the affiliated for-hire driver's name and vehicle number (if available), and lists of all affiliated for-hire vehicles and affiliated for-hire drivers. Records may be maintained electronically;
- F. Maintain a dispatch service, application dispatch service or contracted dispatch service, utilizing two-way radios, wireless device communication or an online-enabled application or platform capable of providing reasonably prompt service in response to requests received by telephone, internet, email, online-enabled application or platform or other request for service by a prospective passenger. The use of wireless communication devices while driving shall be utilized according to RCW 46.61.667, which prohibits the holding of a wireless communications device while driving;
- G. Provide a system for passengers to retrieve lost articles;
- H. The for-hire transportation services company shall maintain a record of each oral or written customer complaint that the for-hire transportation services company receives regarding regulations pursuant to this chapter, about the for-hire transportation services company, affiliated for-hire vehicle owner, or affiliated for-hire drivers operating in Tacoma. Where applicable, the for-hire transportation services company should include a notice of the action taken by the for-hire transportation services company to resolve the complaint, the nature of the complaint and the disposition;

1. The Director may request a record of complaints received by a for-hire transportation services company when investigating any complaint received by the City concerning possible violations of this chapter or regulations adopted hereunder by the for-hire transportation services company, affiliated for-hire vehicle owner or affiliated for-hire drivers while operating in Tacoma;
2. The Director may recommend corrective action to be taken by the for-hire transportation services company, for-hire vehicle owner or for-hire driver, revoke licenses and/or assess civil administrative penalties as provided in this chapter; and

I. Review criminal background checks and driving records for every affiliated for-hire driver and maintain records thereof if the City is not conducting the background and driving record check and the for-hire transportation services company is conducting such checks themselves. If a for-hire driver's background check or driving record results in any denial standard in accordance with 6B.220.210.A the for-hire driver shall not be permitted to provide transportation services by affiliating with the for-hire transportation services company using the for-hire transportation services company application dispatch or dispatch services and/or approved name and color scheme.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.190 For-hire transportation services company – Approval of color scheme.

A. When a for-hire transportation services company is going to use a color scheme for their for-hire vehicles and/or affiliated for-hire vehicles, the Director shall have final approval over a for-hire transportation services company's color scheme for each of its affiliated for-hire vehicles, in order to ensure that there is no risk of confusion between the colors of different for-hire transportation services companies, and to ensure that the color scheme meets the requirements of this chapter. Once a color scheme has been approved by the Director, the for-hire transportation services company must submit a for-hire vehicle license application according to the requirements in 6B.220.190 within 90 days of notification of color scheme approval.

B. No two for-hire transportation services companies shall have the same colors, unless the owners provide evidence to the satisfaction of the Director that they have the right under a franchise, license, lease or other similar agreement with a for-hire transportation services company to use the color scheme of such for-hire transportation services company. If there exists any conflict between color schemes presented by a for-hire transportation services company in its application for a for-hire vehicle license with any other licensee(s) or applicant(s), the Director shall, after notice to all interested parties, and review of their respective contentions, determine the matter and advise all interested parties of the Director's decision. The Director's decision shall be final.

C. No such license shall be issued if the color scheme or design to be used upon the vehicle is the same or similar to that being used by another licensee and as set forth in such licensee's application, unless the use of such color scheme or design be consented to in writing by all other licensees who use or adopt such similar or same color scheme or design, which agreement shall be filed with the City.

D. The for-hire transportation services company shall submit a sample color chips or picture of painted for-hire vehicle prior to filing a for-hire vehicle license application for approval of color scheme.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.200 For-hire vehicle – License application and requirements.

A. The for-hire vehicle owner is responsible for filing with the City a for-hire vehicle license application, on forms approved by the Director and containing the information outlined in subsection B, for each for-hire vehicle that is owned by such for-hire vehicle owner and operated in Tacoma.

B. The for-hire vehicle license application shall include the following information:

1. Vehicle owner's full name, home address, home and business telephone number;
2. Vehicle information, the make, model, year, vehicle identification number, Washington State vehicle license plate number, and any other vehicle information required by rule or regulation promulgated under this chapter;
3. Information as requested by the Director pertaining to any for-hire driver's, for-hire vehicle license suspension, denial, or revocation, imposed in connection with a for-hire vehicle owned or leased by the owner within the last three (3) years;
4. Certificate or Proof of an Insurance policy;

a. If the City does not already have on file evidence that each for-hire vehicle has liability insurance that meet the requirements of this section, provide evidence with the City that each for-hire vehicle has liability insurance in an amount no less than required by 1) RCW 46.72.050, as it exists or as hereinafter amended, for non-TNC for-hire vehicles, or 2) ESSB 5550, section 2*, as it exists or as hereinafter amended, for TNC for-hire vehicles, at any time while active on an application dispatch service and/or 'operating a for-hire vehicle.' The insurance policy, and any related for-hire driver contracts if applicable, must be submitted to the Director. The insurance policy shall:

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- (1) At a minimum be issued by either: a) an admitted carrier in the State of Washington with an A.M. Best Rating of not less than B VII or b) a surplus line insurers with an A.M. Best Rating of not less than B+ VII;
 - (2) Name the City of Tacoma as an additional insured;
 - (3) Provide that the insurer will notify the Director, in writing, of any cancellation and/or non-renewal at least thirty (30) days before that cancellation and/or non-renewal takes effect; and
 - (4) Not include aggregate limits, or named driver requirements or exclusions. Other limitations or restrictions beyond standard insurance services office (ISO) business auto policy form are subject to approval by the Director.
- b. An insurance policy of underinsured motorist coverage indicating 1) a minimum combined single limit coverage of three hundred thousand dollars (\$300,000) or split level coverage of one hundred thousand dollars (\$100,000) per person, three hundred thousand dollars (\$300,000) per accident for non-TNC for-hire vehicles or 2) the amounts required by ESSB 5550 section 2*, as it exists or as hereinafter amended, for TNC for-hire vehicles;
5. State of Washington vehicle registration;
 6. Certificate of Safety or proof that the applicant's vehicle has passed a uniform vehicle safety inspection, as specified by the Director by rule;
 7. If using a for-hire transportation services company's approved color scheme and name, a letter from the for-hire transportation services company which indicates the applicant is authorized to operate a for-hire vehicle using the for-hire transportation services company's approved color scheme and/or name;
 8. If applying as a TNC affiliated vehicle, a letter or documentation from the affiliated TNC which indicates the applicant is authorized to affiliate the for-hire vehicle to the TNC using their app and that all for-hire vehicle requirements outlined in this chapter have been met;
 9. If using a taximeter in the for-hire vehicle the taximeter shall have been inspected and found to be accurate and sealed, and the annual inspection fee paid according to 6B.220.140.
 - a. The taximeter must be sealed and in good working order and in accurate operating condition and shall at all times comply with the specifications, tolerances, and other technical requirements as adopted by the National Conference on Weights and Measures and set forth at Section 5.54 of the National Institute of Standards and Technology Handbook 44 of Specifications, Tolerances, and Other Technical Requirements for Weighing and Measuring Devices, 2003. Every taximeter shall be inspected, sealed and certified at installation, at change in rate, and within 1 year of the last inspection. A certificate of inspection certifying compliance with this chapter shall be issued by the Director upon each required taximeter inspection and the taximeter shall upon each such inspection be sealed by the Director. Such certificate of inspection shall include:
 - (1) The identifying number of the taximeter;
 - (2) The make, model and license number of the for-hire vehicle in which the taximeter is installed;
 - (3) The name of the for-hire transportation services company;
 - (4) The date of inspection;
 - (5) A certification that the taximeter has been inspected and approved as operating within the limits of accuracy as specified by this Section;
 - (6) The signature of the individual making the certification; and
 - (7) A copy of the certificate shall be kept on file in the office of the for-hire transportation services company.
 - b. No taximeter shall be used unless the same carries thereon an unbroken seal affixed thereto by the qualified taximeter repair service or the Director.
 - c. For the purpose of checking the accuracy of said taximeter, the for-hire vehicle to which the same is fixed shall be made available to the City of Tacoma at such times as the Director may direct; and
 10. Any other documents required by regulations promulgated under this chapter.
- C. The for-hire vehicle's model year shall be no more than ten (10) years prior to the date of application. For example, vehicles licensed effective July 1 of 2014, must be 2004 models or newer. For-hire vehicles meeting the definition of an accessible for-hire vehicle and/or classic car are not subject to a minimum vehicle age requirement.
- D. The above application and information must also be completed and supplied as required during any annual license renewal.

E. The for-hire vehicle owner must inform the Director in writing within seven (7) days if any of the information provided pursuant to subsection (B) changes, ceases to be true or is superseded in any way by new information.

* RCW citation provided when ESSB 5550 is codified.

(Ord. 28303 Ex. A; passed Jul. 7, 2015; Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.210 For-hire vehicle – Standards for license denial; Appeal.

A. The Director shall deny any for-hire vehicle license application if the Director determines that such license should not be issued pursuant to the provisions of 6B.10 of the Tacoma Municipal Code, or further if the Director determines that:

1. The applicant has failed to submit a complete, satisfactory application pursuant to TMC 6B.220.200;
2. The applicant has made any material misstatement or omission in the application for a license;
3. The applicant fails to meet one or more of the applicant or vehicle requirements of a for-hire vehicle license pursuant to this chapter; and/or
4. Within three (3) years of the date of application, the applicant, or if the applicant is a business entity any officer or partner, has had a conviction, bail forfeiture or other final adverse finding for offenses pertaining to hit-and-run, reckless driving, attempting to elude a police officer, vehicular assault, vehicular homicide, driving under the influence of alcohol or controlled substances or related offense as in RCW 46.61.502, RCW 46.61.503, RCW 46.61.504, or has been a Habitual Traffic Offender as found by the Washington State Department of Licensing, criminal fraud, larceny, theft, prostitution, extortion, racketeering, robbery, violation of the Uniform Controlled Substances Act, or an offense involving moral turpitude, where such crime involved the use of a for-hire vehicle.

B. The Director may deny any for-hire vehicle license application if the Director determines that:

1. Within ten (10) years of the date of application, the applicant or, if the applicant is a business entity, any officer or partner, has had a conviction, bail forfeiture, or other final adverse finding involving crimes including but not limited to offenses pertaining to prostitution, gambling, physical violence, or other offenses directly related to the applicant's honesty, integrity, or moral turpitude including but not limited to fraud, larceny, burglary, extortion, income tax evasion, delivery, possession with intent, or manufacture of controlled substances or any attempt, conspiracy, or solicitation to commit such offenses and/or reasonably related to the applicant's ability to operate a for-hire vehicle, including but not limited to hit-and-run, reckless driving, attempting to elude a police officer, vehicular assault, vehicular homicide, driving under the influence of alcohol or controlled substances or related offense as in RCW 46.61.502, RCW 46.61.503 RCW 46.61.504, or has been a Habitual Traffic Offender as found by the Washington State Department of Licensing;
2. Within two (2) years of the date of application, the applicant, or if the applicant is a business entity any officer or partner of the applicant, has been found, either through a criminal conviction, bail forfeiture or other final adverse finding (including in a civil suit or administrative proceeding), or it has been proven by a preponderance of the evidence regardless of whether the same act was charged as a civil infraction, crime or not charged or cited at all, to have exhibited past conduct in driving or operating a for-hire vehicle or operating a for-hire business which would lead the Director to reasonably conclude that the applicant will not comply with the provisions of the chapter related to vehicle requirements and the safe operation of the vehicle;
3. Within two (2) years of the date of application, the applicant, or if the applicant is a business entity any officer, director, general partner, managing partner or principal of the applicant, has engaged in the business of operating any for-hire vehicle within the City of Tacoma without a current valid license from the City of Tacoma;
4. Within twelve (12) months of the date of application, the applicant has violated and/or caused or knowingly permitted a for-hire driver to violate, any Pierce County or City of Tacoma ordinance or regulation pertaining to the operation of for-hire vehicles while in that jurisdiction, if such violation would constitute grounds for license revocation or denial if occurring within the City; and/or
5. Within twelve (12) months of the date of application, the applicant has had its City of Tacoma for-hire vehicle license revoked.

C. Denial of an annual for-hire vehicle license is subject to appeal pursuant to Chapter 6B.10 of the Tacoma Municipal Code.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.220 For-hire vehicle – Transfer of for-hire vehicle license.

Notwithstanding the provisions of 6B.10 of the Tacoma Municipal Code, a for-hire vehicle license may not be transferred.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

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6B.220.230 For-hire vehicle – Owner surrender of for-hire vehicle license.

A. The for-hire vehicle owner shall notify the Director in writing within five (5) business days whenever a for-hire vehicle is destroyed, rendered permanently inoperable, sold or is taken out of service by the affiliated for-hire transportation services company for any reason. The for-hire vehicle plate for the vehicle destroyed; rendered permanently inoperable, sold or taken out of service must also be returned to the Director within five (5) business days.

B. It is unlawful to operate a for-hire vehicle not licensed pursuant to the provisions of this chapter or which for-hire vehicle license has been suspended or revoked. The for-hire vehicle owner and affiliated for-hire transportation services company are jointly and severally responsible for immediately surrendering the for-hire vehicle license plate to the Director upon revocation or suspension. When a summary suspension of a for-hire vehicle license or annual business license is issued according to 6B.10.145, the for-hire vehicle plate must be returned to the Director within three (3) business days of the date the summary suspension is issued. A TNC shall deactivate any affiliated for-hire vehicle owner from their online-enabled application upon revocation or suspension of the for-hire vehicle owner's license.

(Ord. 28303 Ex. A; passed Jul. 7, 2015; Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.240 For-hire vehicle – Operating requirements.

A. No for-hire vehicle licensed by the City may lawfully operate within the City of Tacoma unless the following minimum vehicle requirements are met:

1. The vehicle has insurance as required by this chapter. If the insurance policy is canceled proof of a new policy must be filed with the Director. If the insurance policy lists the vehicles included under the policy and a vehicle is deleted from an insurance policy, proof of a new policy which includes the vehicle must be filed with the Director before the vehicle is deleted from the previous policy;
2. An approved mechanic has issued a valid Certificate of Safety based on a uniform vehicle safety inspection performed within the last license year. The Certificate of Safety remains valid, if the vehicle is sold, until the next renewal date;
3. The for-hire vehicle displays a for-hire vehicle plate with a current year decal issued by the Director when operating a for-hire vehicle or if the for-hire vehicle is a TNC affiliated vehicle prominently display a for-hire vehicle endorsement with a current year decal issued by the Director when operating a for-hire vehicle;
4. All public rates, including discounts or special rates, are displayed in writing or otherwise displayed in an application dispatch service or for-hire transportation services company website explaining the rate structure and is transparent to the rider prior to accepting the ride;
5. The for-hire vehicle is equipped with a properly sealed, working, and accurate receipt-issuing taximeter or receipt-issuing mobile data terminal or receipt-issuing application dispatch service. Receipts may be sent electronically;
6. The for-hire vehicle contains no scanner or other type of receiver that is capable of monitoring another for-hire transportation services company's assigned frequency, except as otherwise permitted by the Director;
7. Every for-hire vehicle shall be equipped with seat belts or other restraining devices for every passenger and any other such safety equipment as is required by state or federal law, or this chapter;
8. Every for-hire vehicle shall be equipped with consumer information conspicuously posted in a prominent place within the passenger compartment, on the app used to obtain transportation services, and/or in an electronic receipt. Such consumer information shall include, at a minimum, the for-hire vehicle name and number, if applicable, the for-hire driver's name and for-hire driver license number, a consumer survey and complaint card and shall include the following notice: "The driver of this for-hire vehicle is required by the Tacoma City Code to give a receipt for services provided to any passenger who requests one. If you have a complaint about a for-hire vehicle or for-hire driver, contact the for-hire transportation services company (name, address, phone number, email address) or the Director (mailing address, phone number, email address)." If the consumer information is made available on the app or through an electronic receipt or through a combination of such technologies, the consumer shall be provided the opportunity for feedback on the individual ride instead of a consumer survey or complaint card;
9. If a for-hire vehicle is issued a for-hire vehicle plate by the Director, the for-hire number on the vehicle shall be coordinated with the for-hire vehicle license plate number;
10. Every for-hire vehicle shall be available for inspection by the Director without notice except when a TNC affiliated vehicle is being used for personal use; and
11. Any other requirements set forth in regulations adopted pursuant to this chapter.

B. All applications for a for-hire vehicle license become void if the applicant, for any reason other than delay caused by the City, fails or neglects to complete the application process or obtain a license within sixty (60) days of submitting an application.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.250 For-hire driver – License application and requirements.

A. A for-hire driver must complete, sign, swear to, and file with the Director a for-hire driver license application on forms provided by the Director to include the following information:

1. Name, aliases, residence and business addresses, residence and business telephone numbers;
2. Place and date of birth (which must be at least twenty-one years of age on date of application), height, weight, color of hair and eyes;
3. Social security number and Washington State driver's license number. The applicant must present his/her Washington State driver's license or a copy thereof at time of application;
4. Proof that the applicant is a United States citizen or has documentation, as required by the United States Department of Homeland Security, Citizenship and Immigration Services, that the applicant is authorized to work in the United States;
5. Documentation that a full criminal background check has been completed on the applicant through Washington State Patrol and Federal Bureau of Investigation criminal databases or through a Director-approved third party vendor and was reviewed as required in 6B.220.180.I. If a criminal background check is not conducted through a Director-approved third-party vendor, then the for-hire driver shall provide a signed statement to the City authorizing the Director to conduct a full criminal background check through Washington State Patrol and Federal Bureau of Investigation criminal databases and consenting to be fingerprinted;
6. Information indicating whether or not the applicant has ever had a for-hire driver's, or driver's license suspended, revoked, or denied and for what cause;
7. Documentation that a copy of the applicant's driving abstract from the Washington State Department of Licensing was reviewed as required in 6B.220.180.I or a signed statement authorizing the Director to obtain a current copy of the applicant's driving abstract from the Washington State Department of Licensing;
8. Completion of a for-hire driver training program and successful completion of exam explained in more detail in 6B.220.280 and 6B.220.290;
9. A statement under penalty of perjury of their physical and mental fitness to act as a for-hire driver;
10. All applicants for a for-hire driver's license shall include with his or her application one current full face digital photograph of the applicant, submitted electronically or consent to a full face photograph taken by the Director. The full face photograph shall become a part of the applicant's license, if issued; and a copy of the full face photograph shall be filed with the application;
11. If using a for-hire transportation services company's approved color scheme and name, a letter from the for-hire transportation services company which indicates the applicant is authorized to operate a for-hire vehicle using the for-hire transportation services company's approved color scheme and name;
12. If affiliating as a for-hire driver to a TNC, a letter or documentation from the TNC which indicates the applicant is authorized to affiliate to the TNC and to use their app and that all for-hire driver requirements outlined in this chapter have been met; and
13. Such other information as may be reasonably required by regulation promulgated under this chapter.

B. All applications for for-hire driver's licenses become void if the applicant, for any reason other than delay caused by the City, fails or neglects to complete the application process or obtain a license within sixty (60) days of submitting an application.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.260 For-hire driver – Criminal background check and fingerprints.

A. All applicants for a for-hire driver's license must consent to be fingerprinted for a state and national Washington State Patrol and Federal Bureau of Investigation criminal background check; or submit proof that a criminal background check has been conducted by a Director-approved third party vendor.

B. Approved vendors, at a minimum must:

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1. Include local, state and national databases;
2. Access at least seven years of database history; and
3. Demonstrate competency in providing accurate information.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.270 For-hire driver – Certification of fitness to drive.

A. The for-hire driver must certify upon initial application and thereafter upon renewal of the license on forms provided by the Director that they are physically and mentally fit to be a for-hire driver.

B. The Director may at any time require any for-hire driver licensee or applicant to be medically examined if it appears that the licensee has become physically or mentally unfit to be a for-hire driver.

1. If so required the medical certification and examination shall be performed by a physician licensed to practice in Washington State under Chapter 18.71 RCW and completed following that physician's physical examination of the applicant.
2. The scope of the certificate form and the examination shall be prescribed by the Director.
3. A United States Department of Transportation medical certification meets the requirements of this section.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.280 For-hire driver – Training program.

A. Upon initial application all for-hire driver applicants are required to complete a for-hire driver training program approved by the Director.

B. For-hire driver training programs may be completed through a City of Tacoma offered class, a third party vendor approved by the Director or through a Director-approved for-hire transportation services company program. The for-hire driver may be required to pay a fee, as determined by the Director, third party vendor, or for-hire transportation services company, for the training program.

C. Content for all training programs must be submitted for approval as required by the Director. For-hire driver training programs shall include but not be limited to:

1. Information about defensive driving, use of emergency procedures and equipment for the for-hire driver's personal safety, risk factors for crimes against for-hire drivers, enhancement of for-hire driver/passenger relations and professional conduct and communication skills; and
2. Completion of the National Safety Council Defensive Driving Course or other defensive driving course approved by the Director.

D. The Director may request a for-hire driver to take a refresher course if there are reasonable grounds, based on documented complaints and/or violations to require a refresher course.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.290 For-hire driver – Examination.

A. An applicant for an initial for-hire driver's license shall be required to successfully pass an examination administered by the City, a for-hire transportation services company or an approved third party vendor.

B. Examination procedures and content must be approved by the Director and must test the applicant's:

1. Knowledge of the for-hire chapter requirements;
2. Knowledge of vehicle safety requirements;
3. Knowledge of risk factors for crimes against for-hire drivers, emergency procedures and for-hire equipment for the for-hire driver's personal safety; and
4. Knowledge of the geography of City of Tacoma, Pierce County and surrounding areas, and knowledge of local public and tourist destinations and attractions.

D. The Director may request a for-hire driver to re-take the examination, administered by the City, if there are reasonable grounds, based on documented complaints and/or violations.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.300 For-hire driver – Standards for license denial; Appeal.

A. The Director shall deny any for-hire driver’s license application if the Director determines that such license should not be issued pursuant to the provisions of 6B.10 of the Tacoma Municipal Code or further determines that the applicant:

1. Has made any material misstatement or omission in the application for a license;
2. Fails to meet any of the requirements of a for-hire driver contained in Subsections 6B.220.250, 6B.220.260, 6B.220.270, 6B.220.280 or 6B.220.290;
3. Has had a bail forfeiture, conviction, or other final adverse finding for offenses pertaining to hit-and-run, reckless driving, attempting to elude a police officer, vehicular assault, vehicular homicide, driving under the influence of alcohol or controlled substances, or related offense as in RCW 46.61.502, RCW 46.61.503 RCW 46.61.504 or anyone found to be a Habitual Traffic Offender by the Washington State Department of Licensing, within three (3) years of the date of application;
4. Has been convicted of a “Sex offense” or “Kidnapping” offense against a minor pursuant to RCW Title 9 or 9A; or
5. Is required to register as a sex offender pursuant to RCW 9A.44.130.

B. The Director may deny any for-hire driver license application if the Director determines that the applicant:

1. Has had a bail forfeiture, conviction or other final adverse finding involving offenses pertaining to prostitution, gambling, physical violence, or other offenses directly related to the applicant's honesty, integrity, or moral turpitude including but not limited fraud, larceny, burglary, extortion, delivery, possession with intent, or manufacture of controlled substances or any attempt, conspiracy, or solicitation to commit such offenses, and/or any other offense directly related to the driver's ability to operate a for-hire vehicle, including without limitation to driving under the influence of alcohol or controlled substances or related offense as in RCW 46.61.502, RCW 46.61.503 or RCW 46.61.504 hit-and-run, reckless driving, attempting to elude a police officer, vehicular assault, vehicular homicide, anyone found to be a Habitual Traffic Offender by the Washington State Department of Licensing, provided that such bail forfeiture or conviction was within ten (10) years of the date of application; or

2. Has been found, either through a criminal conviction, bail forfeiture, or other final adverse finding (including in a civil suit or administrative proceeding), or it has been proven by a preponderance of the evidence regardless of whether the same act was charged as a civil infraction, crime, or not charged or cited at all to have exhibited past conduct in driving or operating a for-hire vehicle that causes the Director reasonably to conclude that the applicant will not comply with the provisions of the chapter related to driver/operator conduct and the safe operation of the vehicle.

C. Denial of issuance of a for-hire driver license is subject to appeal pursuant to 6B.10 of the Tacoma Municipal Code.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.310 For-hire driver – Temporary license.

A. In the event that the Director has not issued or taken final action upon a for-hire driver’s license application within fifteen days of the date such completed for-hire driver’s license application is filed, upon request of the applicant the Director, in his/her sole discretion, may issue a temporary for-hire driver license to an applicant who has filed a complete license application and meets the requirements of 6B.220.250. The temporary license is valid for a period not to exceed sixty (60) days from the date of the application and shall not be extended or renewed. Only one temporary license may be issued to the same person within any two (2) year time period.

B. The temporary license shall not be transferable or assignable and shall be valid only for operating the for-hire vehicle(s) specified by the Director on the license.

C. The temporary license shall become void immediately upon (1) suspension, revocation or expiration of the applicant's Washington State driver's license, (2) issuance of the for-hire driver's license, or (3) the Director's denial of the for-hire driver's license application, regardless whether the applicant appeals that denial.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.320 For-hire driver – Operating standards.

A. A for-hire driver shall not operate a for-hire vehicle without first obtaining and maintaining a valid for-hire driver’s license.

B. No for-hire driver whose license has been revoked by the Director shall apply for a new license for one (1) year from the effective date of such revocation.

C. A for-hire driver shall not operate a for-hire vehicle, before ensuring that the for-hire license plate is securely affixed to the vehicle or the for-hire vehicle endorsement is prominently displayed on the rear of the vehicle and, vehicle registration and proof of insurance card are in the vehicle.

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- D. A for-hire driver shall not operate a for-hire vehicle, before checking vehicle equipment, including but not limited to the lights, brakes, tires, steering, seat belts and other vehicle equipment to see that they are working properly.
- E. A for-hire driver shall not operate a for-hire vehicle unless the interior and the exterior of the for-hire vehicle are clean and in good repair.
- F. A for-hire driver shall not transport more passengers than the number of seat belts available nor more luggage than the for-hire vehicle capacity will safely and legally allow.
- G. A for-hire driver shall allow the Director to inspect the for-hire vehicle without notice at any reasonable time or place while operating a for-hire vehicle.
- H. A for-hire driver shall not sleep in the for-hire vehicle while operating a for-hire vehicle.
- I. When using the taximeter to determine the fare to be charged, a for-hire driver must activate the taximeter at the beginning of each trip and deactivate the taximeter upon completion of the trip. Beginning of a trip means the point where the passenger is seated and the forward motion of the vehicle begins. It shall be the duty of the for-hire driver to call the attention of passengers to the amount registered and the for-hire vehicle flag shall be placed in a non-recording position until the fare is paid. No other or different fare shall be charged to the passenger than is recorded on the reading face of said taximeter for the trip.
- J. No for-hire driver of a for-hire vehicle using a taximeter, while carrying passengers or otherwise in service, shall display the signal affixed to the taximeter in such a position as to denote such vehicle is not in service.
- K. A for-hire driver shall assure when using a taximeter that the meter reading is visible from a normal passenger position at all times.
- L. A for-hire driver shall not operate a for-hire vehicle that does not have the rate(s) displayed in writing, or otherwise provided in an application dispatch service or for-hire transportation services company's website explaining the rate structure and is transparent to the rider prior to accepting the ride.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.330 For-hire driver – Reports to the Director.

- A. Every for-hire driver shall report within 48 hours to the Director and his or her affiliated for-hire transportation services company, the occurrence of the following:
1. Any arrest and charge, charge, or conviction of the for-hire driver for any criminal offense, or commitment of a violation, that occurs during, or arises out of, the for-hire driver's operation of a for-hire vehicle;
 2. Any arrest and charge, charge or conviction of the for-hire driver for any criminal offense involving theft, robbery, burglary, assault, sex crimes, drugs, prostitution, moral turpitude, or any offense as provided in 6B.220.300;
 3. Any vehicle accident required to be reported to the State of Washington involving any for-hire vehicle operated by the for-hire driver;
 4. Any restriction, suspension or revocation of the for-hire driver's motor vehicle driver's license; or
 5. Any changes in health or medical condition of the for-hire driver that might render the for-hire driver to be unfit for the safe operation of any for-hire vehicle.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.340 For-hire driver – Passenger relations standards.

- A. A for-hire driver shall be clean and neat in dress and person and present a professional appearance to the public;
- B. A for-hire driver shall provide customers with professional and courteous service at all times;
- C. A for-hire driver shall not engage in threatening or disruptive conduct, or use loud, profane, abusive or obscene language offensive with or around the passenger, while operating a for-hire vehicle;
- D. A for-hire driver shall not smoke in a for-hire vehicle while operating a for-hire vehicle. "Smoke" or "smoking" means the carrying or smoking of any kind of lighted pipe, cigar, cigarette, electronic cigarette or any other lighted smoking equipment;
- E. A for-hire driver shall not refuse a request for service because of the for-hire driver's position in line at a for-hire stand; a passenger may select any for-hire vehicle in line;

F. A for-hire driver shall not drive a passenger to his destination by any other than the most direct and safe route and may be aided by a global position system (“GPS”) unless requested to do so by the passenger;

G. A for-hire driver shall assist passengers placing luggage or packages in and out of the for-hire vehicle;

H. A for-hire driver shall not refuse to transport in the for-hire vehicle any passenger’s wheelchair which can be folded and placed in either the passenger, driver, or trunk compartment of the vehicle or a service animal used to assist persons with disabilities, groceries, packages or luggage when accompanied by a passenger;

I. A for-hire driver shall not discriminate against passengers or potential passengers on the basis of race, color, national origin or ancestry, religious belief or affiliation, sex, disability, age, sexual orientation, marital status, gender identity, familial status or honorably discharged veteran or military status as identified in Tacoma Municipal Code Chapter 1.29.040;

J. A for-hire driver shall, upon request, provide each passenger a printed or electronic receipt upon payment of the fare. The receipt shall accurately show the date and time, place of pickup and delivery, the amount of the fare, and the name of the for-hire driver;

K. A for-hire driver shall not permit any person or pet to ride in the for-hire vehicle unless that person or pet accompanies, or is in the vehicle at the request of, a fare-paying individual. This requirement shall not apply to for-hire driver trainees;

L. It shall be unlawful for a TNC driver to engage in commercial activity for more than 12 hours in any 24-hour period of time or for any other for-hire driver to operate a for-hire vehicle for more than 12 hours in any 24-hour period of time;

M. A for-hire driver may only decline transport to a passenger when:

1. The for-hire driver has already been dispatched on another call;
2. The passenger is acting in a suspicious, disorderly or threatening manner, or otherwise causes the for-hire driver to reasonably believe that the for-hire driver’s health or safety, or that of others, may be endangered;
3. The passenger cannot, upon request, show ability to pay the fare; or
4. The passenger refuses to state a specific destination upon entering the for-hire vehicle;

N. A TNC affiliated driver shall decline transport to a passenger hailing from the street; and

O. If a for-hire driver accepts cash for payment of a fare, the for-hire driver shall be able to provide a reasonable amount of change, and if correct change is not available, no additional charge will be made to the passenger in attempting to secure the change.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.350 For-hire driver – Soliciting and cruising standards.

A. When picking up hails and/or soliciting trips off of the street the for-hire driver shall:

1. Solicit passengers only from the driver's seat or standing immediately adjacent to the for-hire vehicle and only when the for-hire vehicle is safely and legally parked;
2. Not use any other person to solicit passengers; and
3. Not hold out the for-hire vehicle for designated destinations.

B. A TNC driver shall not pick up hails or solicit trips from the street.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.360 For-hire stands – Establishment of for-hire stands.

A. The City Council may, by resolution or ordinance upon the recommendation of the Director, establish nonexclusive for-hire stands. The areas so established by the City Council as nonexclusive for-hire stands shall be identified by curb use signs.

B. The right to occupy said nonexclusive for-hire stands shall be shared with other for-hire vehicles which qualify for use of said areas as hereinafter set forth, except that a TNC affiliated vehicle and TNC affiliated driver shall not occupy or solicit passengers from a for-hire stand.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

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6B.220.370 For-hire stands – For-hire driver standards.

A. A for-hire driver shall not leave the for-hire vehicle unattended in a for-hire stand for more than fifteen (15) minutes. Such vehicles will be impounded by order of the Director, Chief of Police or duly appointed City of Tacoma law enforcement officer.

B. A for-hire driver shall occupy a for-hire stand only when available for street or hailed service.

C. A for-hire driver shall not perform engine maintenance or repairs on the for-hire vehicle while at a for-hire stand.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.380 License suspension and revocation – For-hire transportation services company, for-hire vehicle and for-hire driver; Appeal.

A. If three (3) or more Class ‘A’ violations, as outlined in 6B.220.390, are found and a penalty issued to a for-hire transportation services company or its affiliated for-hire vehicle owners or for-hire drivers within any 365 day period, one or more of the for-hire vehicle licenses associated with that for-hire transportation services company may be temporarily suspended for up to a five (5) day period.

B. Any license issued under this chapter including a for-hire transportation services company license, for-hire vehicle license or for-hire driver license may be revoked or suspended by the Director pursuant to Section 6B.10.140 or 6B.10.145 of the Tacoma Municipal Code, or for a violation of the requirements otherwise provided in this chapter.

C. Any license revocation or suspension may be appealed pursuant to Section 6B.140 or 6B.10.145 as appropriate.

(Ord. 28251 Ex. A; passed Sept. 30, 2014)

6B.220.390 License violations and penalties – For-hire transportation services company, for-hire vehicle and for-hire driver; Appeal.

A. Any person found with violations shall be subject to a civil penalty as described below. It is the responsibility of the for-hire transportation services company to contact appropriate city staff to request inspection for compliance with this code.

B. Class ‘A’ violations include but are not limited to:

1. Driving without a valid for-hire driver’s license and/or a for-hire transportation services company knowingly allowing an affiliated for-hire driver to drive without a valid for-hire driver’s license;
2. Driving without a valid for-hire vehicle license plate or for-hire vehicle endorsement and/or a for-hire transportation services company knowingly allowing an affiliated for-hire driver to drive without a valid for-hire vehicle license plate or for-hire vehicle endorsement;
3. Driving without valid insurance as required in 6B.220.200 and/or a for-hire transportation services company knowingly allowing an affiliated for-hire driver to drive without valid insurance as required in 6B.220.200;
4. Operating a for-hire vehicle with a revoked or suspended for-hire vehicle and/or for-hire driver’s license and/or a for-hire transportation services company knowingly allowing an affiliated for-hire driver to operate a for-hire vehicle with a revoked or suspended for-hire vehicle and/or for-hire driver’s license; or
5. Using a for-hire vehicle in the commission of a crime and/or a for-hire transportation services company knowingly allowing an affiliated for-hire vehicle to be used in the commission of a crime.

C. Class ‘B’ violations are related to for-hire vehicle and for-hire driver standards that include but are not limited to the following:

1. The vehicle equipment found not to be up to safety standards, including, but not limited to, windshield, tires, spare tire/jack, headlights, four-ways, blinkers, brake light, tail/back up lights, horn, windshield wipers, glass/window, door handle, seat belts, brake, accelerator emergency brake, mirrors, speedometer, taximeter;
2. Allowing vehicle insurance to lapse;
3. Not clearly displaying to passengers a for-hire driver’s license in the vehicle or a TNC driver not showing the for-hire driver’s license upon request by a passenger or City official;
4. Not posting or providing rates in writing in the for-hire vehicle or on an online enabled app or website which explain the rate structure and is transparent to the rider prior to accepting the ride; or
5. The for-hire vehicle is not clean, interior lights are not working or the body of the vehicle has defects.

6. The for-hire vehicle license plate is not returned to the City within five (5) business days of retiring or removing a vehicle from service or within three (3) business days from the day a summary suspension is issued according to 6B.10.145, for a for-hire vehicle license or for-hire transportation services business license.

D. Penalties for violations shall be as follows:

Violation	Penalty
A	\$500
B	\$75

E. Any penalty issued under this subsection may be appealed pursuant to the process in Section 6B.10.265.

(Ord. 28303 Ex. A; passed Jul. 7, 2015; Ord. 28251 Ex. A; passed Sept. 30, 2014)