



**JIM STRICKLAND  
MAYOR**

**CITY ATTORNEY**

**PERMITS & LICENSES**

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**CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY APPLICATION  
(Limousine, Shuttles and Other Vehicles for Hire)**

Dear Applicant:

Please be advised that the following must be submitted by each applicant, partner, officer, director, or stockholder of a corporation (hereinafter called "applicant"):

- Application fee of \$200.00.
- Permit fee for each vehicle is \$125.00.
- Proof of age – applicants must be at least 21 years of age.
- Fingerprints and two (2) color portrait photographs at least two (2) inches by two (2) inches of the applicant.
- All residential addresses of the applicant for the past five (5) years.
- Business license in the trade name under which the applicant proposes to do business.
- The business, occupation or employment of the applicant for five (5) years immediately preceding the date of the application.
- The location from which business is to be conducted and addresses wherein the vehicles are to be stored and/or serviced.
- Copy of incorporation papers (if applicable) giving the name of the corporation, the date and state of incorporation, the name and address of the registered agent, and the name and address of all shareholders, officers, and directors of the corporation.
- Proof of whether the applicant has been convicted of, forfeited bond, or pleaded nolo contendere to a felony or any crime involving moral turpitude, a control substance, prostitution, assignation, obscenity of any crime of a sexual nature in any jurisdiction within five (5) years immediately preceding the date of application.
- A financial statement showing no outstanding unpaid final judgments for the applicant.
- Provide a business plan.
- A statement by the applicant that he or she is familiar with the provisions of this chapter and is in compliance with them.

- A statement by the applicant that he or she will be obligated to serve all sections of Memphis.
- Proof of financial responsibility:
  - (A) In a written policy of liability insurance coverage issued by an insurance carrier duly authorized to do business in the state, with coverage of \$1,000,000.00 (a million dollars) combined single limits liability. The City of Memphis needs to be named the additional insured.
  - (B) A self-insurance certificate issued by the State of Tennessee Commissioner of the Department of Safety, for which documentation from said commissioner shall also be filed with the Director of Police Services.
- A certificate of title and registration for every vehicle to be operated and registered to the Company.
- Proof that vehicle(s) is registered with the State of Tennessee, Department of Safety or U.S. Department of Transportation.
- Whether applicant operates any other vehicles under this chapter.
- A clear demonstration of the experience and/or qualification of the applicant to operate a transportation of passenger service.
- A clear demonstration and evidence that the public convenience and necessity requires the granting of a certificate.
- The number of vehicles to be put into service at the time of application, and the class and seating capacity of each vehicle.
- The color scheme and insignia to be used to design the vehicle or vehicles of the applicant (black, gray, green, navy or white for limousines and sedans only).
- A photo copy of the vehicle(s).



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**Company Phone:** \_\_\_\_\_

If more than one individual is the owner of an unincorporated Vehicle For Hire Company, please answer questions 1-5 using the next page.

**9.) Will the Vehicle For Hire Company be incorporated? Yes\_\_\_ No\_\_\_ If so, please I Include incorporation papers.**

**10.) The number of vehicles applicant desires to operate at time of application.**

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**11.) The class and seating capacity of each vehicle:**

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(use additional sheet, if necessary)

**12.) The color scheme and insignia to be used to design vehicles:**

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**13.) Do you agree and stipulate that you will continue to operate during the time the certificate remains in effect? Yes \_\_\_\_\_ No \_\_\_\_\_**

**14.) Do you operate any other vehicles under Chapter 39 of the City of Memphis Code of Ordinances? Yes \_\_\_ No \_\_\_**

**15.) Will applicant obligate self to serve all sections of the city?**

**Yes \_\_\_\_\_ No \_\_\_\_\_**

16.) Is the applicant familiar and in compliance with the provisions of Chapter 39 of the City of Memphis Code of Ordinances?

Yes \_\_\_\_\_ No \_\_\_\_\_

17.) Is business plan included? Yes \_\_\_\_\_ No \_\_\_\_\_

Other Owners (If Applicable)

NAME: \_\_\_\_\_

First

Middle

Last

Date of Birth: \_\_\_\_\_

Social Security: \_\_\_\_\_

Residence Address: \_\_\_\_\_

Residence Phone: \_\_\_\_\_

.....  
NAME: \_\_\_\_\_

First

Middle

Last

Date of Birth: \_\_\_\_\_

Social Security: \_\_\_\_\_

Residence Address: \_\_\_\_\_

Residence Phone: \_\_\_\_\_  
.....

NAME: \_\_\_\_\_

First

Middle

Last

Date of Birth: \_\_\_\_\_

Social Security: \_\_\_\_\_

Residence Address: \_\_\_\_\_

Residence Phone: \_\_\_\_\_



(use additional sheet, if necessary)

Please be advised of the following:

1. Any false statement or misrepresentations found in the application will result in denial of certificate of Convenience and Necessity.
2. There cannot be any silent partners involved with operations. This form must be signed in the presence of a notary.

The applicant makes oath that the statements contained in the foregoing application are true; that he has read the foregoing representations, limitations, and restrictions, and fully understands them, that said representations are true and will be strictly adhered to.

I, hereby authorize the City of Memphis to verify all information provided. I agree that the above information is true and correct.

\_\_\_\_\_

Applicant's Signature

\_\_\_\_\_

Date

Subscribed and sworn to before me this \_\_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_

Notary Public

\_\_\_\_\_

Commission Expires