

TOWNSHIP OF WEST ORANGE
66 Main Street, West Orange, NJ 07052
973-325-4155
(FAX) 973-731-1196

APPLICATION FOR LICENSING of LIMOUSINE/TAXI

Date: _____ New: _____ Renewal: _____

If Renewal, has there been any change to the original information provided?

Name: _____ Phone: _____

Address: _____ City/State/Zip: _____

Date of Birth: _____ Social Security #: _____

NJ Driver's License #: _____

Business Name: _____

Business Address: _____ City/State/Zip: _____

Corpcode Number: _____ (match registration)

Have you ever been charged, arrested or convicted of any violation of the law in New Jersey? Y _____
N _____ or in

any other State? Y _____ N _____ If yes, please explain: _____

All Applicants:

FAILURE TO ANSWER ALL QUESTIONS TRUTHFULLY WILL RESULT IN DENIAL OF APPLICATION/LICENSE

I hereby certify that the foregoing statements are true and correct

Print Name _____ Signature _____

Dated: _____

For Office Use Only:

Date Fingerprinted: _____

_____ Insurance Policy w/endorsements listing each driver on file with Clerk's Office?

_____ Copy of Registration for each Vehicle

_____ Photos-(2) 2x2 provided?

_____ Application Fee? (\$50.00)

_____ W.O. Zoning Official Approval

_____ Letter from Zoning Official for Vehicles Parked Outside of W. Orange

Comments: _____

Application Approved? _____ Denied? _____ Reason? _____

Signature-Municipal Clerk or Designee



CORPCODE REQUEST FORM

To be completed by company owner and/or executive officer

Legal Name of Company: _____

Federal Tax Payer ID# / Federal Employer ID#: _____

Phone #: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Street Address if mailing address is a PO Box: _____

Business Description: _____

Will your vehicle(s) be principally garaged at this location? Yes No
If not, where will the vehicle(s) be garaged? _____

Name of Executive Requesting Corpcode: _____

Relationship to Company: _____

Driver License Number: _____ State: _____

Note: A photocopy of the valid driver license of the company official completing this form and of the individual granted Power of Attorney, if applicable, must be attached to this document. The party submitting application at a motor vehicle agency will be required to show their original document.

Social Security Number: _____

Submission of the Social Security Number if required by N.J.A.C.13:21-1.3. The number will be used to prevent errors, enforce Federal and State laws and assist in the collection of motor vehicle fees.

Does your company **currently** have any vehicles registered in this state? Yes No
If yes, please complete the following information for one of the vehicles:

VIN or Hull#: _____ Plate#: _____

Make: _____ Model: _____ Year: _____

I certify that I am requesting a corpcode because the applicable vehicles will be principally garaged in New Jersey for use by the above legally operated company and that I am legally present in this country.

Signature: _____ Title: _____ Date: _____

MVC Only: Agency: _____ ID checked by: _____ Date: _____

Approved Corpcode#: _____

Approval Date: _____ AHL employee: _____



By MorphoTrust USA

New Jersey Universal Fingerprint Form

www.bioapplicant.com/nj

(1) Originating Agency Number (ORI #) NJ0072200		(2) Category LOX	(3) Statute Number 13:59-1		
(4) Reason for Fingerprinting LOCAL ORDINANCE - TAXI			(5) Document Type S1	(6) Payment Information \$40.70	
(7) Contributor's Case # (Unique Identifier) 010			(8) Miscellaneous 010		
(9) First Name		(10) MI	(11) Last Name		
(12) Daytime Phone Number () - ()		(13) Social Security Number (Optional)	(14) Date of Birth	(15) Height	(16) Weight
(17) Maiden or Alias Last Name		(18) Place of Birth (US State if US Citizen; Country for all others)		(19) Country of Citizenship	
(20) Home Address					
Address		City	State	Zip	
(21) Gender (Select one) [] Female [] Male [] Both		(22) Hair Color	(23) Eye Color	(24) Race (Select One) [A] Asian/Pacific Islander (includes Asian Indian) [B] Black [I] American Indian/Alaska Native [W] White (includes Hispanic/ Spanish Origin) [U] Unknown	
(25) Occupation / Position (with respect to Requirement)		(26) Employer / Organization Name (with respect to Requirement)			
		Employer Address			
		City	State	Zip	
<p>Identification Requirement - Identification must be presented at the <u>time of printing</u>. Identification presented MUST be one (1) document that is current (not expired). A combination of documents will not be accepted. The single document must include the following criteria; Photo, Name, Address (home/employer), Date of Birth and is issued by a Federal, State, County or Municipal entity for identification purposes. Examples of acceptable ID are: 1) Valid U.S. State Photo Driver's License/ Non-Driver's License, 2) U.S. Passport, 3) USCIS Permanent Resident ID Card (issued after 5/10/2010), and 4) USCIS Employment Authorization Card (issued after 10/31/2010).</p>					

Please READ this form carefully

and follow all of the instructions provided by your agency/employer to complete the fingerprint process. You must have this form (Blocks 1 through 26) completed prior to scheduling your fingerprint appointment via the website or call center. **PLEASE PRINT LEGIBLY.** It is required you present this completed Universal Fingerprint Form, IDG_NJAPP_110113, at your scheduled appointment.

Appointment Scheduling:

Scheduling is available anytime at www.bioapplicant.com/nj. Appointments may also be scheduled through our Call Center. English and Spanish speaking agents are available at 1-877-503-5981, Monday through Friday, 8:00AM to 5:00PM EST and Saturday, 8:00AM to 12 Noon EST.

Payment:

When an Applicant is responsible for payment, Payment is Required at the time of scheduling. The following forms of payment are accepted: Visa, MasterCard, or electronic debit (ACH) from a checking account; accounts will be debited immediately. Money Order is the only form of payment accepted at the enrollment center.

Cancel/ Reschedule:

Appointments may be canceled or rescheduled via the website or the call center before the deadline of 5PM EST the business day prior to the scheduled appointment (Saturday Noon for Monday appointments). An appointment fee of \$10.00 will be incurred by applicants who do not cancel/reschedule their appointment prior to the deadline; MorphoTrust will refund the remainder of the fee paid (state/federal search fees) to the original payment method.

Unable to be Fingerprinted:

An applicant is considered "Unable to be Fingerprinted" for any of the following reasons: Failure to appear for scheduled appointment; Inability to present proper identification; Inability to present this completed Universal Fingerprint Form IDG_NJAPP_110113; Information on this form does not exactly match the information provided during the scheduling process. Applicants unable to be fingerprinted will incur a \$10.00 appointment fee; MorphoTrust will refund the remainder of the fee paid (state/federal search fees) to the original payment method.

PCN and Receipts:

Upon the completion of fingerprinting you will be assigned a PCN number. The PCN will be recorded on this form and on your receipt. MorphoTrust will not provide duplicate receipts, PCN Numbers or any appointment/printing information after the time of printing.

Applicant ID Number:	Payment Authorization:	PCN:
Scheduled Day & Date:	Scheduled Time:	Scheduled Site:
Agency Information: WEST ORANGE PD		

You **MUST** retain a copy of this form and the receipt of printing for your personal records.

APPLICANTS MUST NOT ALTER, SHARE, OR REUSE THIS FORM

IDG_NJAPP_110113

Article III
Taxicabs

5-30 LICENSING OF TAXICABS.*

5-30.1 Definitions.

As used in this section:

Operation of a taxicab shall mean transporting in a taxicab one (1) or more persons for hire. Accepting a passenger to be transported for hire from a point of departure within the Township to a destination within or without the Township shall be considered operation of a taxicab within the Township. The operation of a taxicab by one other than the owner shall be deemed operation by the owner as well as by the person actually driving the taxi. The transportation of any person other than the owner or driver in any motor vehicle bearing a sign using the words "taxi", "taxicab", "cab", or "hack" shall be prima facie evidence of operation.

Owner shall mean and include a person, corporation or other legal entity, partnership or unincorporated association owning any vehicle or holding or controlling any vehicle under a conditional sales contract, lease, mortgage or other security agreement, formal or informal rental agreement or otherwise.

Person shall mean and include any individual, partnership, association, corporation or joint stock company, their lessees, trustees or receivers appointed by any court whatsoever.

Rate card shall mean a card to be displayed in each taxicab, which contains the rates of fare in force.

Street shall mean and include any street, avenue, park, parkway, highway, or other public place.

Taxicab or taxi shall mean a motor vehicle used to transport passengers for hire, which does not operate over a fixed route and is not hired by the day or hour, and which generally accepts passengers from points within the Township to points within or without the Township, as more particularly described in N.J.S.A. 48:16-1 as an "autocab." The definition of taxicab shall not include the hiring of a limousine service.

(Ord. No. 2043-05 § II)

5-30.2 License Required.

No person shall operate a taxicab by originating a fare within the Township unless the owner of the taxicab is licensed under this section. (Ord. No. 2043-05 § II)

5-30.3 Types of Licenses.

- a. *Driver's License.* The owner of a taxicab business which operates a taxicab shall ensure that all persons who operate a taxicab for the owner's business hold valid New Jersey State drivers licenses.
- b. *Owner's License.* The owner of a taxicab business which operates a taxicab shall obtain a license from the Township in conformance with this section.

(Ord. No. 2043-05 § II)

5-30.4 Licensing of Taxicab Owners.

- a. *Application Information.* Application for a taxicab owner's license shall be made to the Township Clerk on forms provided by the Township Clerk. The forms and the information required thereon shall be established by the Township Council by resolution.

Applications shall be verified by oath or affirmation. Applications by a partnership, limited liability company or limited liability partnership shall give the information required for each partner, and shall be verified by all partners. Applications by a corporation shall give the information required for and be verified by all officers and directors and all persons holding more than ten (10%) percent of the corporation's common stock, as well as the corporation itself.

- b. *Review of License.* Upon receipt of the license application properly completed, the Township Clerk shall forward the application and other necessary documents to the Chief of Police, or the Chief's designee. The Chief of Police, or Chief's designee, shall review the application for the purpose of performing criminal background checks and New Jersey Department of Motor Vehicles inquiries of the owners and each driver designated to determine whether or not the applicant is in violation of any of the requirements and conditions of the Vehicle and Traffic Laws of the State of New Jersey or this section. Should the Chief of Police, or Chief's designee, find that there has been a violation of the provisions of the Vehicle and Traffic Laws or this section, the Chief or Chief's designee shall, in writing, notify the Mayor and Township Council.

- c. *Factors Considered.* In determining whether to grant or deny the license the Township Council shall take into consideration the following factors:

1. The character, business, responsibility, motor vehicle record and experience of the applicant to ensure that the application is in accordance with the provisions of this section.

- d. *Issuance of License.* The Township Council shall, by resolution, grant or deny the license. If the application is approved, the Township Clerk shall issue the license upon forms established by the Township Council by resolution. The Township Clerk shall maintain and keep current a list of all licenses issued in accordance with this section.

- e. *License Terms; Fees.* A taxicab owner's license shall expire on the 31st day of December following the date of issue. The license fee shall be fifty (\$50.00) dollars per year or portion thereof per taxicab, payable upon the filing of the application for the issuance or renewal of the license which shall be nonrefundable.

- f. *License Form and Posting of License.* Each taxicab owner's license issued as provided in this section shall bear a number and shall state the name of the person, firm or corporation to whom issued. It shall describe each vehicle owned, operated and/or licensed for that business, the vehicle identification number, and the registration for each vehicle. Each such license shall be signed by the Township Clerk and shall have the Township Seal affixed thereto. The license shall be placed in a conspicuous location in the taxicab visible to all passengers at or near the license of the operator of the cab.

- g. *Renewals.* A taxicab owner's license may be renewed by the Township Council upon the licensee's filing with the Township Clerk, a sworn statement that there have been no changes in the information contained in the initial application. A taxicab owner's license may be renewed annually, unless it has been revoked or suspended, upon the payment of a nonrefundable fee of fifty (\$50.00) dollars. Renewals must be received on or before December 1 of each year.

- h. *License Void Upon Change in Ownership.* In case of a change of ownership of any taxicab business licensed hereunder, the license therefor shall immediately become void.

- i. *Application.* No taxicab owner's license shall be issued to any person until an application has been made, in writing, addressed to the Township Council, setting forth his or her full name, his or her place of residence, age and certification as to his or her good moral character, together with a certificate issued by the Chief of Police, or his/her designee, certifying that the applicant and all operators have been fingerprinted and that the fingerprints are on file in the Police Headquarters and further that such applicant has not been convicted of any offense involving dishonesty, moral turpitude, or of a crime of the third degree or above or under the laws of another State or of the United States of an offense or a crime which, if committed in this State, would be such an offense or crime. The application shall contain such other facts as the Township Council may require.
- j. *Requirements.*
1. Photograph of Applicant. Each owner shall submit with his/her application two (2) recent photographs of himself/herself and each driver, approximately one and one-half (1 1/2) inch in size. One (1) of such photographs shall be permanently attached to the application and the other photograph shall be affixed to the license. The photographs shall be so attached to the taxicab driver's license so that it cannot be removed.
 2. Inspection by New Jersey Licensed Mechanic. Prior to the licensure, and annually before renewal, the applicant shall submit proof of current safety inspection in accordance with applicable New Jersey law.
 3. Age and Citizenship Requirements. No taxicab business license shall be issued to any person unless such person is at least eighteen (18) years of age and is a citizen of the United States of America or is in possession of the appropriate immigration documents entitling him/her to work within the United States of America.
- k. *Recommendation of Chief of Police.* Upon receipt by the Township Clerk of an application for a taxicab owner's license the application shall be forwarded to the Chief of Police, or his/her designee, who shall determine whether or not the applicant is duly licensed by the State of New Jersey to operate a motor vehicle, that he or she is able to understand the English and other locally prevalent languages, that he or she has not violated any of the requirements of this section, and that he or she has knowledge of the traffic regulations of the State of New Jersey and of the Township. Upon the making of such an inquiry by the Chief of Police, or his/her designee, and the completion thereof he or she shall recommend to the Township Council the approval or disapproval of the application for a taxicab owner's license.
1. *Issuance Of License; Contents; Posting.* Upon approval of the application by the Township Council, the Clerk shall issue the applicant a taxicab owner's license. The license shall contain any operator's name and address, physical description, signature and photograph. The license shall be placed in a conspicuous location in each taxicab owned and/or operated by the owner.
- m. *Term of License; Renewal; Fee.* An initial license to operate a taxicab shall be valid for the remainder of the calendar year in which it is issued. A taxicab owner's license may be renewed annually, unless it has been revoked or suspended, upon the payment of a nonrefundable fee of fifty (\$50.00) dollars. Renewals must be received on or before December 1st of each year.
- n. *License Nontransferable.* No owner shall lend his/her license to another, nor use a license other than the one issued to him or her.
(Ord. No. 2043-05 § II)

5-30.5 Change of Information on License.

Any change of any information provided by an applicant for any license issued hereunder, shall be reported by the licensee to the Township Clerk, in writing, within three (3) days after such change.

The Township Clerk shall immediately report any changes to the Chief of Police or his/her designee.
(Ord. No. 2043-05 § II)

5-30.6 Inspection of Vehicles.

- a. *Inspection.* The Township shall be authorized to inspect any taxicab and any equipment located therein at any time.
- b. *Failure to Pass Inspection.* Any taxicab that fails to pass State Motor Vehicle Inspection shall be immediately taken out of service and shall not be operated again within the Township until the defects are corrected and reinspected.
(Ord. No. 2043-05 § II)

5-30.7 Identification of Taxicabs.

- a. *Identification Required.* Each taxicab operated in the Township shall have a sign painted on each rear door. The sign shall contain the owner's name and the words "Taxicab" or "Taxi" in letters which shall not be less than four (4) inches nor more than eight (8) inches in height.
(Ord. No. 2043-05 § II)

5-30.8 Fares.

- a. *Rates of Fare.* The fare that may be charged shall not exceed the rates established in this subsection. A schedule of the approved rates shall be displayed in the taxicab on a rate card in a manner so as to be easily read by all passengers. Additionally, each owner shall submit current schedule of rates to the Township Clerk so that the rates may be filed.

Taxicabs shall operate on a meter that shall be in full view of the passenger.

1. For the first one-quarter (1/4) mile or fraction thereof, one dollar and sixty (\$1.60) cents.
 2. For each additional one-eighth (1/8) mile or fraction thereof, thereafter, thirty (\$.30) cents.
 3. For each two (2) minutes waiting time, thirty (\$.30) cents.
 4. For each hour of waiting time, sixteen (\$16.00) dollars.
 5. Maximum mileage charge for any trip within the Township, ten (\$10.00) dollars.
 6. To Newark Airport, thirty-five (\$35.00) dollars.
 7. Notwithstanding any provision of this section to the contrary, the fare for senior citizens, those sixty-five (65) years of age or older, and handicapped individuals for the purpose of this section, shall be discounted at ten (10%) percent of the permitted fare, and the maximum taxicab fare for such senior citizens or handicapped individuals shall be five dollars and fifty (\$5.50) cents for one (1) trip within the Township of West Orange.
 8. In the event the operator utilizes an E-ZPass tag for the purposes of paying toll fees and the operator is entitled by such use to a discount, said discount is to be factored in and passed on to the passenger. Any operator using E-ZPass and charging a passenger the full cash toll shall be in violation of this section.
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- b. *Receipts.* The driver of a taxicab upon request shall give the passenger a receipt for the amount charged. The receipt shall show the name of the owner, the license number of the taxicab, the amount of the fare, and the date of the transaction.
 - c. *Refusal to Pay Fare.* No person after hiring a taxicab shall refuse to pay the legal fare, nor shall any person hire a taxicab with the intent not to pay the legal fare.

- d. *Disputes Over Fares.* All disputes as to the rate of fare shall, upon request of the operator or passenger, be determined by the Municipal Court of the Township.
(Ord. No. 2043-05 § II)

5-30.9 Rules and Regulations.

The Township Council may establish, by resolution, rules and regulations relating to the operating of taxicabs and the conduct of licenses. A copy of the rules and regulations shall be furnished to each licensee.

- a. *Taxicab Stands.* No vehicle licensed under this section shall park in any of the public streets or public places of the Township, except in such places as may be designated by the Township Council. The designation of a public stand for taxicabs shall be by resolution of the Township Council.
- b. *Refusal to Carry Orderly Passengers Prohibited.* No licensed taxicab shall refuse or neglect to carry in his or her taxicab any orderly person, upon request, unless the driver is previously engaged.
- c. *Conduct of Driver.* Every taxicab driver shall, while operating his vehicle, refrain from smoking and conduct himself or herself in an orderly and businesslike manner.
- d. *Lost Articles.* At the termination of each shift, every owner shall thoroughly search the interior of the vehicle for any property lost or left therein by a passenger. Such property, unless sooner claimed or delivered to the owners, shall be reported in writing to the Police Department within two (2) business days, with a description of lost property recovered. Lost property must be held by the owner for at least sixty (60) days.
(Ord. No. 2043-05 § II)

5-30.10 Maintenance of Records.

- a. Every owner shall keep a daily trip record upon which all trips shall be recorded. The daily trip records shall show:
1. The New Jersey vehicle registration number of the vehicle used by the driver each day;
 2. The name of the operator and the driver's license number;
 3. The time and place of the commencement of each passenger's trip and the time and place of the termination thereof;
 4. The number of passengers carried each trip; and
 5. The fare charged each passenger.
- b. The owner shall keep and maintain records of all trips for a period of at least six (6) months, including driver trip records, which records shall at all times be subject to inspection and audit by the Township.
- c. Failure to maintain full and complete records in accordance herewith shall be sufficient basis for fine, revocation or suspension of all licenses.
(Ord. No. 2043-05 § II)

5-30.11 Taxi Meters.

- a. *Inspection.* Each taxicab licensed under this section shall have installed therein a taxi meter of standard make, by which the fare or charge for hire of such taxicab is accurately calculated and registered and on which meter the charge is plainly indicated. The meter shall be subject to testing for accuracy by the Township or its agents, at such times and places as necessary and the cost for such inspection or testing shall be paid for by the owner.

- b. *Use of Taxicab When Meter is Broken.* No taxicab shall be placed in operation or used for the purpose of carrying passengers if the taxi meter installed therein is unsealed or the seal on the taxi meter is broken.
(Ord. No. 2043-05 § II)

5-30.12 Suspension or Revocation of Licenses.

- a. *Generally.* In addition to the causes for revocation of a license as set forth in subsection 5-30.4, any license issued under this section may be revoked or suspended, or any application for the issuance or renewal of a license denied, for any of the following reasons:
1. Failure to render reasonable, prompt, safe and adequate taxicab service.
 2. The existence of a judgment unsatisfied of record against the licensee or applicant in any suit arising over the operation of a motor vehicle.
 3. Permitting any taxicab owned or driven by the licensee to become unsafe, unsanitary or dirty.
 4. Failure to comply with all applicable laws of the State of New Jersey, the ordinances of the Township or the rules and regulations adopted in accordance with this section.
 5. Conviction of a disqualifying crime in any jurisdiction.
 6. Intentionally misrepresenting information on an application for a license issued under this chapter.
(Ord. No. 2043-05 § II)

5-30.13 Liability Insurance.

- a. All taxicab owners shall file with the Township Clerk, evidence of an insurance policy of a company duly licensed to transact business under the insurance laws of this State conditioned for the payment of a sum of not less than five hundred thousand (\$500,000.00) dollars to satisfy all claims for damages, by reason of bodily injury to, or the death of, any one (1) person, resulting from an accident, and a sum of not less than two million (\$2,000,000.00) dollars in the aggregate to satisfy all claims for damages, by reason of the bodily injuries to, or the death of, all persons, on account of any such accident, by reason of the ownership, operation, maintenance, or use of such taxi upon any public street; and conditioned for the payment of a sum not less than one hundred thousand (\$100,000.00) dollars to satisfy any claim for damages to property of any one (1) person, resulting from an accident, and a sum not less than two hundred fifty thousand (\$250,000.00) dollars in the aggregate to satisfy all claims for damages to property of all persons, on account of any such accident, by reason of the ownership, operation, maintenance, or use of such taxi upon any public street.
- b. No insurance policy shall be acceptable if the insurance coverage is for private livery only, unless such policy expressly contains a waiver by the insurance company that if the vehicle insured is operated in violation of the coverage intended, the company will not claim such violation to avoid liability thereunder.
- c. The operator of each taxicab shall be covered by these insurance requirements.
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- d. The operator's insurance shall be primary insurance and shall not be considered contributory insurance with any insurance policies of the Township. Each policy shall also name the Township of West Orange as an additional insured.
- e. All taxicab owner's licenses shall continue effective and operative only as long as such insurance policy or policies shall remain in force and effect. Each policy shall be endorsed to provide for a thirty (30) day prior written notice of cancellation, nonrenewal, material change

or reduction of insurance coverage to the Township via certified mail, return receipt requested.
(Ord. No. 2043-05 § II)

5-30.14 False Statements.

No person shall make or disclose any false statement in any application or in any record required to be kept or maintained by this section. (Ord. No. 2043-05 § II)

5-30.15 Violations and Penalties.

In addition to suspension and/or revocation of any license issued hereunder, and in addition to any State penalty as set forth in N.J.S.A. 48:16-12, any violation of the provisions of this section shall be punishable as provided in Chapter I, Section 1-5 of the Revised General Ordinances of the Township of West Orange. (Ord. No. 2043-05 § II)