



# TAXICAB LICENSING PROCESS

*Chapter 50-Vehicles for Hire; Article II-Taxicabs*

The following forms must be completed:

- Taxicab Company License Application
- Taxicab Inspection Form
- Taxicab Driver Permit application (1 for each driver)

The following must also be submitted:

- Copies of vehicle insurance certificates (required insurance amounts)
- 2 photos of each driver - 1" x 1"
- Copy of Michigan *Chauffer's* license - with current photo
- Copy of rate schedule conforming to limits allowable in the City
- Hours of operation
- Proof that your Company name is on taxi doors & lights on roof

Before a license is issued the following must be done:

- License fees paid to City Clerk - \$132 for company license;
- \$26 (\$21/renewal) paid per driver;
- \$32.00 paid for each vehicle;
- Vehicles inspected and signed approvals given by the Police Dept.

After the license is issued:

Be sure that signs remain intact on the vehicles

Be sure that taxicab registrations and driver permits are displayed in vehicles

ADDITIONAL FORMS MAY BE OBTAINED AT THE MARQUETTE CITY CLERK'S OFFICE, 300 W. BARAGA AVE., MARQUETTE, MI.



**CITY OF MARQUETTE**  
**TAXICAB COMPANY LICENSE APPLICATION**  
City Code, Chapter 50, Article II, Section 50-19:37  
Fee: \$132

**\*\*ATTACH A COPY OF YOUR DRIVER'S LICENSE TO THIS APPLICATION, AS WELL AS A COPY OF YOUR COMPANY'S INSURANCE COVERAGE\*\***

Name of Business: \_\_\_\_\_

Address of Business: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Home/Cell Phone #: \_\_\_\_\_ DOB: \_\_\_\_\_

Business Phone #: \_\_\_\_\_

Number of cabs you will be operating: \_\_\_\_\_

Are there any unpaid or unbonded judgments against you?  Yes  No

State your experience in the operation of taxicabs, both in Marquette and elsewhere:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
OWNER SIGNATURE

\_\_\_\_\_  
DATE

This section for office use only

\_\_\_\_\_  
POLICE CHIEF

Approved

Denied

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CITY TREASURER

Approved

Denied

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CITY PLANNING/ZONING ADMINISTRATOR

Approved

Denied

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CITY ATTORNEY

Approved

Denied

\_\_\_\_\_  
DATE



**CITY OF MARQUETTE**  
**TAXICAB DRIVER LICENSE APPLICATION**  
City Code, Chapter 50, Article II, Section 50-19:37  
Fee: \$26; \$21 renewal

**\*\*ATTACH A COPY OF YOUR  
CHAUFFER'S LICENSE TO THIS  
APPLICATION\*\***

Name: \_\_\_\_\_

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

Home/Cell Phone #: \_\_\_\_\_ Applicant DOB: \_\_\_\_\_

Employed by: \_\_\_\_\_ SS# (Last 4): \_\_\_\_\_

**NOTE: YOU MUST NOTIFY US IMMEDIATELY IF YOU HAVE A CHANGE OF ADDRESS OR A  
CHANGE IN THE STATUS OF YOUR DRIVER'S LICENSE. FAILURE TO DO SO MAY RESULT IN  
REVOCAION OF THIS LICENSE.**

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
This section for office use only

\_\_\_\_\_  
POLICE CHIEF

Approved

Denied

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CITY TREASURER

Approved

Denied

\_\_\_\_\_  
DATE



**CITY OF MARQUETTE**  
**TAXI CAB VEHICLE REGISTRATION APPLICATION**  
 City Code, Chapter 50, Article II, Section 50-19:37  
 Fee: \$32

**\*\*ATTACH A COPY OF YOUR  
 VEHICLE INSURANCE  
 CERTIFICATE TO THIS  
 APPLICATION\*\***

**PERMITS WILL NOT BE ISSUED IF SECTIONS AREN'T FULLY COMPLETED  
 OR IF VEHICLE FAILS TO PASS INSPECTION**

**SECTION 1 - (To be filled out by Owner of Company)**

Name of Business: \_\_\_\_\_  
 Vehicle Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_  
 Color: \_\_\_\_\_ VIN: \_\_\_\_\_  
 Cab #: \_\_\_\_\_ Michigan License Plate #: \_\_\_\_\_

\_\_\_\_\_  
 OWNER SIGNATURE DATE

**SECTION 2 - (To be filled out by a mechanic licensed in Marquette County)**

Company performing inspection: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ State license #: \_\_\_\_\_

	Pass	Fail		Pass	Fail
Speedometer	<input type="checkbox"/>	<input type="checkbox"/>	Horn	<input type="checkbox"/>	<input type="checkbox"/>
Headlights/Tail Lights	<input type="checkbox"/>	<input type="checkbox"/>	Exhaust	<input type="checkbox"/>	<input type="checkbox"/>
Mirrors	<input type="checkbox"/>	<input type="checkbox"/>	Tires (2/32" tread)	<input type="checkbox"/>	<input type="checkbox"/>
Brakes/Brake Lights	<input type="checkbox"/>	<input type="checkbox"/>	Windshield (No cracks)	<input type="checkbox"/>	<input type="checkbox"/>
Parking Brake	<input type="checkbox"/>	<input type="checkbox"/>	Windshield Wipers	<input type="checkbox"/>	<input type="checkbox"/>
Turn Signals	<input type="checkbox"/>	<input type="checkbox"/>	Seat Belts	<input type="checkbox"/>	<input type="checkbox"/>

\_\_\_\_\_  
 MECHANIC SIGNATURE DATE

**SECTION 3 - (To be filled out by Marquette City police officer)**

	Pass	Fail		Pass	Fail
Is vehicle clean inside?	<input type="checkbox"/>	<input type="checkbox"/>	Is vehicle clean outside?	<input type="checkbox"/>	<input type="checkbox"/>
Is trunk clean?	<input type="checkbox"/>	<input type="checkbox"/>	Is body free of damage?	<input type="checkbox"/>	<input type="checkbox"/>
Do heat/AC work?	<input type="checkbox"/>	<input type="checkbox"/>	Is there a taxi meter?	<input type="checkbox"/>	<input type="checkbox"/>
VIN / Inspection	<input type="checkbox"/>	<input type="checkbox"/>			

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INSPECTING OFFICER SIGNATURE

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DATE

**REQUIREMENTS:**

“The minimum of said insurance coverage as to any one licensed taxicab shall be: Personal Injury Protection; Bodily Injury \$200,000 per person and \$500,000 per occurrence; Property Damage of \$100,000 per occurrence.”

The policy should also contain a clause obligating the company to give the City Clerk 10 days advance written notice before cancellation:

“Every such insurance policy shall contain a clause obligating the insurer to give the Marquette City Clerk at least ten (10) days written notice before the cancellation, expiration, lapse or other termination of such insurance.”

Chapter 50, Article II states that the application should be reviewed by the City Treasurer to ensure that “no person or company shall be licensed who is in default to the City or who has outstanding parking or traffic tickets or utility bills.” In addition, the Police Department will review the application as provided within the ordinance.

**- CODE OF ORDINANCES**  
**Chapter 50 - VEHICLES FOR HIRE**

**ARTICLE II. TAXICABS**

**ARTICLE II. TAXICABS**

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Sec. 50-36. Manifest.

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**Sec. 50-19. Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Taxicab* means any motor vehicle engaged in carrying persons for hire, on call or demand, where seven or less passengers are carried, and no regular, specified route is traveled; provided that automobiles used exclusively as hearses, funeral cars, ambulances, hotel buses, sightseeing buses, or motorbuses shall not be construed to be within the meaning hereof.

**Sec. 50-20. Penalty.**

Any person who fails to comply with any provision of this article shall be responsible for a municipal civil infraction. Upon a finding of responsibility or a default, the taxi company license shall be revoked or suspended subject to such terms and conditions as the court may order in addition to the penal fines and costs imposed.

(Code 1999, § 6.10.16)

**- CODE OF ORDINANCES**  
**Chapter 50 - VEHICLES FOR HIRE**

**ARTICLE II. TAXICABS**

**Sec. 50-21. License required.**

No person or company shall engage in the business of operating or causing to be operated, any taxicab upon the streets, alleys or public ways of the city without first having obtained a license to operate a taxicab company. Such license shall be issued by the city clerk provided the applicant has met all the requirements for a license as provided herein. No person or company shall be licensed who is in default to the city or who has outstanding parking or traffic tickets.

(Code 1999, § 6.10.01)

**Sec. 50-22. Registration—Certificate required.**

No taxicab shall be operated inside the city without a registration certificate issued by the city clerk. Prior to issuing such a certificate, the city clerk shall ascertain that:

- (1) The vehicle is owned or leased by a licensed taxicab company;
- (2) The vehicle is insured as provided in section 50-24
- (3) The vehicle has been inspected by a licensed mechanic and approved by the city police department as provided in section 50-35; and
- (4) The vehicle is marked by having a lighted sign on the roof no smaller than four inches high and 18 inches wide and a sign on each front door no smaller than 12 inches by 24 inches, both of which indicate the name of the taxi company.

Fare meters, although not required by the city, may be required by state law and enforced by the motor carrier division.

(Code 1999, § 6.10.02)

**Sec. 50-23. Same—Revocation.**

Upon receiving information that any of the requirements for registration of a taxicab are no longer met, the city clerk shall notify the taxi company by registered mail and shall revoke said registration. Operation of said taxicab after the registration has been revoked shall be a violation of this article.

(Code 1999, § 6.10.03)

**Sec. 50-24. Insurance.**

Before any taxicab is registered, the applicant shall furnish to the city clerk one or more policies of insurance, prepaid for at least the period of the license, and for at least the minimums as required under the city fee schedule.

(Code 1999, § 6.10.04)

**Sec. 50-25. Cancellation notice.**

Every such insurance policy shall contain a clause obligating the insurer to give the city clerk at least ten days' written notice before the cancellation, expiration, lapse or other termination of such insurance.

(Code 1999, § 6.10.05)

**- CODE OF ORDINANCES**  
**Chapter 50 - VEHICLES FOR HIRE**

**ARTICLE II. TAXICABS**

**Sec. 50-26. License and registration transfers.**

A taxi company license may not be transferred. When the ownership of any taxicab shall change, by operation of law or otherwise, the taxicab registration pertaining to such taxicab shall become void. A taxi company which stops using a registered taxicab shall notify the city clerk, and said registration shall be withdrawn. Any transfer or attempt to transfer a taxi company license or taxicab registration to any person shall automatically revoke said license or registration.

(Code 1999, § 6.10.06)

**Sec. 50-27. License, registration, and permit fees and expiration.**

The city commission shall set, by resolution, the fee to be charged for issuance of a taxi company license, taxicab registration, or taxicab driver's permit. Said license, registration, and permits shall expire at the end of the city license year, and shall be void until the fee has been paid and the license, registration, or permit has been renewed.

(Code 1999, § 6.10.07)

**Sec. 50-28. Rates.**

No rates, fares, or charges for the use of taxicabs shall be used until approved by the city commission following a public hearing. The commission may approve more than one kind of rate structure. A taxi company may use one of the previously approved rate structures, or may elect at any time, by notifying the city clerk's office in writing, to submit a rate structure for approval. Said approved rates shall be considered the maximum allowable rate. A taxi company may use discounts or coupons to reduce the rate.

(Code 1999, § 6.10.08)

**Sec. 50-29. Permits.**

No person shall drive a taxicab on the streets of the city without first having obtained a taxicab driver's permit. Two photographic pictures of each applicant shall be furnished at the time of application. The size and form prescribed by the city clerk are one-inch by one-inch photos. The permit, which shall bear the photograph and name of the taxicab driver, shall be conspicuously displayed on the inside of the taxicab so that it is in full view of all passengers while such driver is operating the taxicab.

(Code 1999, § 6.10.09)

**Sec. 50-30. Seizure of permits.**

Any sworn police officer may, at the time an offense is committed by a person holding a taxicab driver's permit, seize said permit if deemed necessary for protection of the public health, safety, or welfare. The permit may be returned to its holder at the discretion of the police chief.

(Code 1999, § 6.10.10)

**- CODE OF ORDINANCES**  
**Chapter 50 - VEHICLES FOR HIRE**

**ARTICLE II. TAXICABS**

**Sec. 50-31. Transfer of driver's permits.**

No person having a taxicab driver's permit shall allow any other person to use or attempt to use such permit, nor shall any person have in his possession while operating a taxicab in the city any taxicab driver's permit which has been issued to any other person.

(Code 1999, § 6.10.11)

**Sec. 50-32. Lost articles.**

Every driver of a taxicab shall search the interior of such taxicab at the termination of each trip for any article of value which may have been left in such taxicab by a passenger. Any article found therein shall immediately be returned to the passenger owning it if the identity of the passenger can be determined; otherwise, it shall be deposited with the owner of the taxicab at the conclusion of the driver's tour of duty. A report of the finding of such article shall be made by the owner of the taxicab within 24 hours thereafter to the chief of police.

(Code 1999, § 6.10.12)

**Sec. 50-33. Passengers.**

No driver or owner of a taxicab shall refuse or neglect to convey any orderly person upon request by signal or telephone call, unless the taxicab is previously engaged. When a taxicab has been engaged by a passenger, no additional passengers shall be received therein except with the express consent of the first passenger. No person other than a passenger who has hired such cab, except employees or members of the immediate family of any person licensed hereunder to engage in the business or operating a taxicab, shall be transported therein.

(Code 1999, § 6.10.13)

**Sec. 50-34. Drinking on duty.**

No taxicab driver shall drink any alcoholic liquor while on duty, nor shall he operate any taxicab with a blood alcohol of 0.04 or more by weight of alcohol as provided in the Michigan vehicle code.

(Code 1999, § 6.10.14)

**Sec. 50-35. Maintenance of vehicles.**

All taxicabs shall be maintained in a mechanically safe and sanitary condition.

- (1) Prior to registration being issued for the use and operation of any vehicle as a taxicab, said vehicle shall be thoroughly examined and inspected by a licensed mechanic, and approved by the city police department. The mechanic shall certify that the vehicle can be safely operated, that it is equipped with all required safety devices, and that it is in a clean and sanitary condition. Approval shall be certified to the city clerk on a form provided by the clerk for that purpose.
- (2) Each vehicle licensed under this article shall be reinspected each year prior to reissuance of its registration; however, due to the age or condition of the vehicle, the city police department may require that it be inspected semiannually.

**- CODE OF ORDINANCES**  
**Chapter 50 - VEHICLES FOR HIRE**

**ARTICLE II. TAXICABS**

- (3) In the event the city receives a complaint regarding the condition of a taxicab, the licensee shall be notified of the nature of the complaint and may be required to present the taxicab at the police department for inspection or have the taxicab reinspected and recertified by a licensed mechanic and reapproved by the police department. Failure to comply within 24 hours of said notice shall result in suspension of the taxicab's registration.

(Code 1999, § 6.10.15)

**Sec. 50-36. Manifest.**

Every taxicab driver shall maintain a daily manifest recording all trips made that day or shift, showing the time and place of origin and destination of each trip and amount of fare. All manifests shall be returned to the owner by the driver at the conclusion of his tour of duty and retained and preserved by the owner for inspection by the city until the expiration/renewal of the license.

(Code 1999, § 6.10.17)

**Sec. 50-37. Appeals.**

Appeals to the city commission may be filed by any person aggrieved by any decision of a city administrator regarding the administration or interpretation of this article. Appeals shall be filed within 30 days of said decision and shall be heard by the city commission at its next regularly scheduled meeting. With the exception of health and safety violations, any enforcement proceeding concerning a matter on appeal shall be held in abeyance until the conclusion of the hearing on the appeal and the decision by the city commission.

(Code 1999, § 6.10.18)