



**THE CITY OF CALGARY VEHICLE FOR HIRE LICENSING
BROKERAGE RENEWAL APPLICATION**

All Brokerages who wish to renew their Brokerage Licence must complete the following application for each Brokerage Licence they wish to operate.

Brokerage Licence Renewal Applications for more than one Brokerage Licence cannot be combined. For example: companies operating taxi and limousine brokerages, or companies operating more than one brokerage, etc.

Brokerage Licenses will not be issued unless all information on the application has been provided.

Corporate Name of Brokerage				Brokerage phone number
Trade Name of Brokerage (Operating as)				Office phone number
Physical Business Address	City	Province	Postal Code	Fax number
Mailing Business Address (if applicable)				
Email Address				

In case of an after hours emergency, please provide a contact affiliated with the Brokerage

Name	
Company Position	
Telephone Number	



How many vehicles are parked/stored at the Brokerages' physical office address?

If vehicles are not stored at the physical office location, please provide the address:

LTS Bylaw 20M2021 Section 81 states:

A Brokerage must:

(f) provide all Drivers affiliated with the Brokerage training in regards to the use of the Taximeter, radio dispatch system and other equipment used in livery services and in the case of Accessible Taxis training in the use of the specialized equipment used as specified by the Director;

Please list all training your Brokerage provides to Drivers in the use of Taximeters, Radio Dispatch, Specialized Equipment (Accessible Taxi); and other equipment:

How many wheelchair Accessible Taxis is your Brokerage affiliated with?

LTS Bylaw 20M2021 Section 81 states:

A Brokerage shall:

(g) have in place a system for giving priority for the use of Accessible Taxis to customers who require Accessible Taxis.

Describe the system in place for your Brokerage to give priority for the use of Accessible Taxi customers:



Completed Schedules and Documents to include with this application

- 1. Corporate Search for Company dated within 30 days of renewal application**
- 2. Home Occupational Permit (if applicable)**
- 3. Provide Company Insurance Policy**
- 4. Schedule 1: Information on Shareholders / Directors within company**
- 5. Schedule 2: Persons authorized to conduct company business with Vehicle for Hire Licensing**

In the case of Limousine Brokerages, please attach an example of the written agreements that you use between the Owner or Brokerage of the Limousine and the passengers.

Brokerage Authorized Signatory

Date of Application

The personal information on this form is collected under the authority of Livery Transport Bylaw 20M2021 and the Freedom of Information and Protection of Privacy Act, R.S.A. 2000 Chapter F-25 (FOIP) and will be used and disclosed to regulate the vehicle for hire industry in the city of Calgary. For further information please contact Vehicle-For-Hire Licensing at 2340 22 Street NE, T2E 8B7 or (403) 648-6300.

