



CHECKLIST FOR TAXI COMPANY OWNERS

- ___1. Completed application and all attachments.
- ___2. Annual license fee of \$208 per vehicle.
- ___3. Current photo of vehicle color scheme.
- ___4. Current copy of all vehicle registrations.
 - All vehicles **must** be registered in Marion County and have the company name and address listed as primary owner.
 - No temporary registrations will be accepted.
- ___5. Current copy of the public liability insurance certificate for all vehicles.
 - The insurance shall be in an amount not less than one hundred thousand dollars (\$100,000.00) combined limit coverage for personal injury and property damage.
 - All vehicles must be covered by a public liability insurance policy that will indemnify anyone injured by anyone operating the vehicle.
 - Only policy declaration pages will be accepted. No bills or premiums.
- ___6. Copy of Secretary of State entity registration, if incorporated or an LLC.
- ___7. Management organizational chart.
- ___8. Each company must have an active business personal property schedule number. Contact the Assessor's office for more information 327-4907.
- ___9. If the owner has not completed a background check within the last 3 months, they must make an appointment with IdentoGo. Instructions for scheduling an appointment can be found at: <https://www.indy.gov/activity/taxi-information-and-licenses>.
- ___10. Name and email address for each company's two (2) delegates that are permitted to directly communicate with licensing on issues related to company licensure.