



**Industry Notice # 15-18
FOR IMMEDIATE RELEASE**

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Commissioner

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**Important Notice for Street Hail Livery Permit Owners
and Medallion Owners and Agents**

**Taxicab and Street Hail Livery Improvement Fund
payment is Now Available!**

The TLC wants to remind all Medallion Owners and/or their Agents and all Street Hail Livery Permit Owners that their Improvement Fund payments are due at the beginning of next month. Today, Friday April 24th, 2015, the TLC's On-Line Transaction system (LARS) is accessible for the payment of the fee. You must make your payment by May 1st, 2015. Payments will only be accepted on-line.

Getting to LARS and making your payment is very simple.

How to make your payment:

1. Go directly to www.nyc.gov/lars or go to www.nyc.gov/tlc and select the On-Line transaction tab at the top of the page.
2. Select the "FEES" button on the Left sidebar.
3. Then select Medallion / Agent / SHL in the middle frame.
4. Enter your specific License credentials (ie. Medallion number, Medallion expiration date, and last 5 digits of EIN/SSN) and hit "continue."

If you are uncertain of your Medallion or Street Hail Livery (SHL) Expiration Date you can find it on our web site. If you can't get to our web site you can contact the TLC Call Center and we will provide you with the date.

Medallion Owners can go to:

http://www.nyc.gov/html/tlc/downloads/excel/medallion_lic_expiration_date.xls

SHL Permit Owners can go to:

http://www.nyc.gov/html/tlc/downloads/excel/shl_lic_expiration_date.xls

Your expiration date information can also be found on our [current licensees page](#).

5. Confirm your License information is correct.
6. View and select all applicable fees that need to be paid.
7. Make your payment. You can use a credit/debit card or your checking account to make the payment. If you use your checking account you will NOT be charged a convenience fee.
8. Once you make your payment you will receive an e-mail confirming that your payment has been made.

Important Notes:

- You can avoid the 2.49% credit/debit card transaction fee by using a checking account. Simply select the E-Check option in LARS.
- A medallion owner logging into the system can only pay one medallion at a time.
- Agents, when they first sign on, will be able to pay multiple medallions (up to 60) at one time.
- An SHL Permit Owner can only pay for a single SHL Permit at a time.
- Licensees should remember to use the Medallion / Agent / SHL License information. Do not enter any information from your operator's license.
- As of April 20, 2015, the Improvement Surcharge challenge period ended. At that time the amounts due were finalized. No changes to the current quarter can be made.
- Any changes made to the previous quarter after the challenge period ended will be reflected in the next quarter's statement as a credit to the current quarter's balance due.
- Please be aware that you will not be able to pay an amount other than what is listed on your final invoice from your TPEP or LPEP provider.
- No partial payments will be accepted, and a new quarter cannot be paid if previous quarters have not been paid. To pay you must have a valid checking account, credit card, or debit card, and e-mail address. American Express, Discover, MasterCard, and Visa are accepted.

The process is simple and easy to do and, with E-Check, there is no convenience fee.

If you have any questions please contact the TLC's Call Center at 718-391-5501.