



Taxi & Limousine Commission

**APPLICATION TO PURCHASE A NEW OR RENEW  
A STREET HAIL LIVERY (SHL) BASE ENDORSEMENT**

Please visit our website for more information at: [www.nyc.gov/tlc](http://www.nyc.gov/tlc), or our office at 31-00 47<sup>th</sup> Avenue, 3<sup>rd</sup> Floor, Long Island City, NY 11101 or contact our Call Center at 718-391-5501.

**Application type:**

New                       Renewal                       License #:

(Please enter your current license #. If this application for NEW base please leave blank)

**License Type:**

Livery                       Paratransit                       Commuter Van

**I. BACKGROUND INFORMATION ON BASE STATION**

(All fields in this section must be filled-out completely for your application to be processed)

Business Name:

D/B/A:

Address:

City:                       State:                       Zip Code:

E-Mail:   
(required)

Website Address   
(required)

Base Phone #:                       EIN #:                       or                      SSN#:                      

24-Hour Phone #:

FCC Lic. #:   
Or indicate alternate method used to communicate with vehicles

**LIVERY ONLY:**

**OFF-STREET PARKING (OSP) INFORMATION** – A Base with an SHL Endorsement must continue to have half the number of spaces for every vehicle affiliated to it that is NOT affiliated with an SHL Permit. Vehicles attached to an SHL Permit are not counted towards your OSP requirements. Please refer to the OSP requirements sheet and the SHL Rules for proper compliance.

For example: If you have 100 vehicles affiliated with your Base and 30 are attached to an SHL Permit you will need to maintain an OSP requirement for 35 vehicles, half of the remaining vehicles. (100 – 30 SHL = 70 vehicles. An OSP requirement for half, 35 vehicles, is required)

**DISPATCH SERVICE PROVIDER**

Will your base use a passenger-facing App to provide dispatches?       Yes       No       Unknown

What type of App will the proposed base use?       Proprietary       DSP       Both       None

For proprietary Apps -- What is the name of the base's App? (List all Apps owned/operated by the base.)


For non- proprietary Apps fill in the Dispatch Service Provider Disclosure form on page 3.

**II. AFFIRMATION TO OPERATE A STREET HAIL LIVERY ENDORSEMENT**

PLEASE NOTE – ONE (1) OFFICER/PARTNER/OWNER MUST FILL OUT THIS AFFIRMATION ON BEHALF OF THE OWNER(S)

This must be COMPLETED & SUBMITTED with your application.

1. I have submitted this affirmation at the request of the New York City Taxi & Limousine Commission (TLC).
2. I am currently an officer/partner/owner for \_\_\_\_\_  
(Name of Base)  
and submit this affirmation in that capacity. This Base is an entity that functions as a TLC licensed Base and is now applying for a Street Hail Livery Base Endorsement as defined in Section 19-502(4) of the New York City Administrative Code.
3. My Base understands the SHL Permit compliance requirements with respect to permits and vehicles and will maintain strict compliance with these rules and regulations at all times.
4. I further certify that the vehicles affiliated with this base have personal injury insurance coverage in amounts no less than required by the rules of the TLC.
5. I recognize that the maintenance of the insurance coverage required by the rules of the TLC is a condition of this base's license and agree that the Base will maintain such coverage at all times.
6. I recognize that the TLC relies upon this affirmation in considering the company's application for a Street Hail Livery Endorsement and in such reliance is not applying licensing requirements applicable to other types of for-hire vehicle bases set forth in local law. I agree to promptly provide financial statements and other documents requested by the TLC.

"I hereby affirm, under penalty of law, that I have examined and reviewed the information in the submitted form(s) or application(s), including any supplemental form(s) and/ or document(s) and that these document(s) and or statement(s) do not contain any untrue statement(s) nor are they missing any material information and/ or fact(s). I also acknowledge and understand that any false statement(s) submitted is punishable under the law and may result in a denial of an application or the suspension or revocation of an existing license/permit/endorsement."

Name (print): \_\_\_\_\_

Signature: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Title: \_\_\_\_\_



**LIST OF DISPATCH SERVICE PROVIDERS CONTRACTED TO BASE**

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Under Chapter 77 of the TLC rules, an app that contracts with licensed bases can only dispatch vehicles affiliated with those bases and must obey all TLC rules governing them, including but not limited to dispatching only to licensed drivers and vehicles, charging rates in compliance with the rates that each base it is dispatching through has on file with the TLC, and disclosing all pertinent base, vehicle, and driver license numbers to passengers in a conspicuous manner. Apps that do not have their own base license, but have contracts with licensed bases, in effect dispatch or refer jobs on behalf of those bases. Use of these apps must not result in violation of TLC rules by bases, vehicles, or drivers.

If a contract is already in use you must provide a list of all services contracted to the base. A copy of the operation agreement between the base and all services listed will need to be filed with the business unit at TLC.

**Please list the Names and License numbers of all Contracted Dispatch Services:**

Dispatch Service Provider Name	<input type="text"/>
Dispatch Service Provider License #	<input type="text"/>
Effective date of Agreement	<input type="text"/>

  

Dispatch Service Provider Name	<input type="text"/>
Dispatch Service Provider License #	<input type="text"/>
Effective date of Agreement	<input type="text"/>

  

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Dispatch Service Provider License #	<input type="text"/>
Effective date of Agreement	<input type="text"/>

**NOTE:** This page may be photocopied if more space is needed for the information requested.

**FOR OFFICE USE ONLY**

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_