

# Charlotte County Community Development Department

18400 Murdock Circle, Port Charlotte, FL 33948

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Zoning: 941.743.1964

[www.CharlotteCountyFL.gov](http://www.CharlotteCountyFL.gov)

"Delivering Exceptional Service"

## DRIVER PERMIT APPLICATION

A criminal history check is required for all applicants for Vehicle for Hire drivers. The applicant must arrange for this check to be completed by the Florida Department of Law Enforcement (<https://web.fdle.state.fl.us/search/app/default>) & e-mailed to [Shawn.Horton@CharlotteCountyFL.gov](mailto:Shawn.Horton@CharlotteCountyFL.gov). Your application will not be deemed complete until the criminal background check is received. Upon approval of the background check, you will be notified to return to the Community Development Department to receive the Driver's Permit. Once the permit is issued, you are required to obtain a Local Business Tax Receipt (LBTR).

I hereby make application for a Vehicle for Hire/Taxi Driver's Permit to drive within the un-incorporated limits of Charlotte County, Florida, for:

Name of Applicant: \_\_\_\_\_  
(First) (Middle) (Last)

Present Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Home Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Race: \_\_\_\_\_

Color of Hair: \_\_\_\_\_ Color of Eyes: \_\_\_\_\_ Driver's License # \_\_\_\_\_

Name of Company Driving For: \_\_\_\_\_

Address of Company: \_\_\_\_\_  
(Street) (City) (State) (Zip)

I, \_\_\_\_\_, do solemnly swear that the foregoing is a true and correct statement.

A photo will be taken by this department at a charge of \$2.00. Approval of application should take approximately one week. Permits expire annually on September 30th at midnight.

**\*\*The Driver's Permit must be conspicuously displayed to the vehicle occupants.\*\***

State of Florida, County of _____	
The foregoing instrument was acknowledged before me this _____ day of _____ 20 _____ by _____ who is personally known to me OR who has produced _____ as identification and who did/did not take an oath.	
Signature of Notary	Notary Stamp
Notary's Printed Name	
Commission Number	

# Community Development Department

## Licensing & Building Code Compliance

18400 Murdock Circle, Port Charlotte, FL 33948

Phone: 941.743.1201 Fax: 941.764.4907

[www.CharlotteCountyFL.gov](http://www.CharlotteCountyFL.gov)

*"To exceed expectations in the delivery of public services"*

## Vehicle For Hire/Taxi - Driver's Permit

### Rules and Procedures

The applicant will receive the Driver's Permit application from the Charlotte County Community Development Department and will be informed of the following procedures for the application process:

1. Submit a complete and notarized Driver's Permit application to the Charlotte County Community Development Department along with a copy of a current driver's license and the \$30.00 application fee (made payable to the Charlotte County Board of County Commissioners).
2. A two inch by two inch passport type photo will be required and can be obtained at the Charlotte County Community Development Department for a fee of \$2.00.
3. Prior to issuance of any driver permit, a copy of the application shall be forwarded to the Florida Department of Law Enforcement (FDLE) in order to give that agency an opportunity to review the application together with a written request for information regarding the existence of any criminal history for all persons listed on the application. The web site to apply online is: <https://web.fdle.state.fl.us/search/app/default>. The applicant and each other person making an information request of the FDLE shall give written directions to the FDLE to deliver any applicable information to the County Administrator or his/her designee along with the fingerprints and photograph to be attached to and form a part of the application. The results of this shall be e-mailed directly from FDLE to [Erin.Mullen-Travis@CharlotteCountyFL.gov](mailto:Erin.Mullen-Travis@CharlotteCountyFL.gov). If the results of the investigation reveal any one (1) or more of the following, the applicant shall be denied a permit:
  - (a) Conviction in the past five (5) years of any felony;
  - (b) Conviction within the past three (3) years of any crime involving the sale or possession of controlled substances as defined by section 893.03, Florida Statutes, or the RICO Act, Chapter 895, Florida Statutes;
  - (c) Conviction in the past three (3) years of driving a motor vehicle while under the influence of drugs, alcohol, or with an unlawful blood alcohol level;
  - (d) A finding of guilt or a plea of guilty or a plea of nolo contendere to a felony, misdemeanor or ordinance, any of which involve moral turpitude, or to any of the offenses listed in subsections (1), (2), or (3) of this section, within the past three (3) years, or five (5) years if a felony. Moral turpitude shall be as defined in statutes, case law, or ordinance. This subsection applies notwithstanding suspension of sentence or withholding of adjudication or sentencing;
  - (e) Requirement to register as a sexual offender/sexual predator, career offender or convicted felon pursuant to Section 775.13, 775.21, 775.261, 943.0435, or 944.607 Florida Statutes;
  - (f) Submission of false or materially misleading statements on such application;
  - (g) On parole at the time of application.
4. The applicant will be notified by phone of acceptance and will be informed to return to the Charlotte County Community Development Department to receive the Driver's Permit. In the case of an application denial, the applicant will be notified in writing stating the cause of denial.
5. The Driver's Permit must be conspicuously displayed to the vehicle occupants.
6. Driver's Permits expire on September 30th of each year. Renewal notices will be mailed to the permit holder in August.

### Rules Applying to Revocation or Suspension of Vehicle or Driver Permits

#### Under Ordinance 97-38

In the event that the County Administrator seeks to revoke a vehicle permit under the provisions of Article II, Section 6(a) of Ordinance 97-38, to revoke a driver's permit under the provisions of Article III, Section 7 of Ordinance 97-38, or to place a driver's permit in abeyance pursuant to Article III Section 3(b) of Ordinance 97-38, the County Administrator shall first seek and review the advice and counsel of the Office of the County Attorney prior to any final decision.

Each business operating in Charlotte County will receive the Vehicle Permit application from the Charlotte County Community Development Department and be informed of the following procedures for the application process:

1. The vehicle is to be inspected by a State Certified licensed mechanic who is not an employee of the person or company owning or using the vehicle. The mechanic will use the Vehicle for Hire Inspection Form, completing one form for each vehicle. Vehicle for Hire Inspection Forms are available at the Charlotte County Community Development Department. After a successful inspection of the vehicle, the applicant will submit the Vehicle for Hire Inspection Forms to the Charlotte County Community Development.
2. An **automobile certificate of liability and property insurance** must be received directly from an insurance company listing the **Charlotte County Community Development Licensing Office as the certificate holder** with a best rating of B or better and authorized to do business in the State of Florida. The policy shall secure against loss sustained by reason of death or injury to persons and loss or damage to property in the following amounts:
  - (a) In the amount of \$125,000 because of bodily injury to, or death of one person in any one accident;
  - (b) Subject to such limits for one person, in the amount of \$300,000 because of bodily injury to, or death of, two or more persons in any one accident; and
  - (c) In the amount of \$100,000 because of injury to, or destruction of, property of others in any one accident.

The policy certificate must also show that, in the event of cancellation, written notice will be provided to the Licensing Office at least ten (10) days prior to cancellation.

Expiration or cancellation of insurance will void the Vehicle Permit.

3. Submit a complete and **notarized** Vehicle Permit application to the Charlotte County Community Development Department along with the \$30.00 application fee (made payable to the Charlotte County Board of County Commissioners).
4. Show evidence that the company has an Local Business Tax Receipt
5. Once the vehicle permit is issued bearing the **Vehicle Permit Number**, the vehicle must have the **company** name, company phone number and the Vehicle Permit Number prominently displayed by painting or permanently affixing the vehicle permit number on the vehicle with a minimum of three (3) inch letters.
6. Vehicle Permits are not transferable.
7. Vehicle Permits expire annually at midnight, September 30th. Renewal notices will be mailed to the permit holder in August.

#### Rules Applying to Revocation or Suspension of Vehicle or Driver Permits Under Ordinance 97-38

In the event that the County Administrator seeks to revoke a vehicle permit under the provisions of Article II, Section 6(a) of Ordinance 97-38, to revoke a driver's permit under the provisions of Article III, Section 7 of Ordinance 97-38, or to place a driver's permit in abeyance pursuant to Article III Section 3(b) of Ordinance 97-38, the County Administrator shall first seek and review the advice and counsel of the Office of the County Attorney prior to any final decision.