



Orange County Convention Center  
Transportation Section

Inspections will be conducted by appointment only. Please call:

VEHICLE FOR HIRE REGISTRATION INFORMATION  
HOTLINE

407-685-5722

Business Hours:  
Monday through Friday  
8am – 4pm

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*TAXI INFORMATION CHECKLIST*

- ❑ Completed Taxi Permit Application
- ❑ Copy of Driver's License
- ❑ Copy of Occupational License
- ❑ Copy of Vehicle Insurance
- ❑ Copy of Vehicle Registration
- ❑ Completed Background Check Form  
(Orange County Sheriff's Office Background Check Form)
- ❑ Application Fee - \$150.00  
(Checks made payable to *Orange County Board of County Commissioners*)

# Orange County Convention Center

## *Security & Transportation Division*

### **Orange County Convention Center Standard Procedures for Taxi Stand Services**

Effective **January 1, 1999**, the Convention Center instituted standards for vehicles operating as taxicabs. This standard will be in effect only for those taxis wishing to conduct business on the Orange County Convention Center (OCCC) property.

Taxis are defined as those vehicles-for-hire with roof lights, meters and operate on a demand basis.

Limousines are defined as those vehicles that are luxury or built for the purpose, i.e., stretch or formal and operate on a reserved basis at an hourly rate.

1. Drivers will be asked to complete an application. A fee of **\$150.00** per OCCC sticker, vehicle, and year will be accessed. All vehicles-for-hire drivers will be required to pass a background check.
2. With the application, proof of a driver's license and necessary insurance must be submitted. Levels of insurance will be \$100,000 per person per one occurrence or accident, \$300,000 per occurrence or accident, \$50,000 property damage per one occurrence or accident.
3. Vehicles **must** adhere to the following standards:

The name of the taxi company shall be displayed in permanent markings in a minimum of 4-inch letters on the sides of all vehicles. The standard rates and charges shall be displayed in permanent markings on the side of all vehicles. The taxi company's vehicles shall be uniform in color and logo design.

  - Vehicles shall have a permanent taxi roof light.
  - Standard rates and charges shall be posted on the vehicles in a manner clearly visible to the passenger.
  - Vehicles shall have an operable meter, which shall be calibrated pursuant to Chapter 531, Florida Statutes. All displayed rates shall be per the meter calibrations. All meters must be inspected by a Florida State Inspector at (850) 488-9140.
  - The vehicle provided shall meet all safety and operations requirements imposed by the Convention Center regulations which include, but are not necessarily limited to:
    - Operational horn
    - Properly sized tires, in good condition
    - Side and rear-view mirrors
    - Doors with operating handles both inside and out
    - Secured floor coverings
    - Two operational windshield wipers
    - Operational parking brake
    - Operational turn signals
    - Operational air conditioning/heating systems
    - Operational brake system

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- Clean, professional appearance.
  - Operational two-way radio or comparable communication system.
4. Once the drivers and vehicles have complied with the new procedure, a decal will be issued to each vehicle. All drivers will adhere to the OCCC's operating guidelines.
  5. The Orange County Convention Center Vehicles-for-Hire Operating Guidelines will include, but are not limited to the following:
    - All vehicles providing transportation services from the Center must possess a valid Convention Center permit. Non-permitted vehicles may drop off passengers at the designated areas.
    - All passengers **must be** picked up in the designated loading area.
    - All taxi service shall operate from a designated holding area and loading zone. Authorized taxis will progress through the holding area and passenger loading zones to depart the OCCC property.
    - "Cruising" by vehicles-for-hire is **prohibited** on the OCCC property.
    - All drivers **must** remain in the immediate vicinity of their vehicles
    - Solicitation of a fare by operators of vehicles for hire shall be strictly prohibited.
    - Any employee or driver of a taxi service shall maintain a minimum dress code. Each employee or driver must wear shoes, trousers (Bermuda type shorts acceptable), skirt or dress and shirt or blouse. No tank tops, halter-tops, thongs or cut-offs are permitted.
    - Refusal of a passenger fare or a passenger requesting service on the basis of short-haul destination desired by the passenger shall be prohibited on Center property.
    - Vehicles shall NOT be maintained, cleaned, or detailed in the passenger loading area.
    - Official taxi service receipts **must be** given to passengers upon request.
    - Any employee or driver of a taxi service shall NOT engage in the consumption of alcoholic beverages, boisterous conversations, profanity, or fighting at the OCCC.
    - All drivers must adhere to posted speed limits.
    - **ONLY** licensed law enforcement officers may carry firearms on property.
  6. All permitted taxi operators/drivers **must** maintain neatness in appearance and personal hygiene, e.g., clean shaven, clean hair and body.
  7. All permitted taxi operators/drivers will ensure they are clothed in uniforms consisting of **clean, white buttoned/collared shirts and clean, long black pants and closed-toed black shoes.**

We will announce the date and location applications for the decals will be available.

For further information, please contact the Orange County Convention Center Traffic Coordinators at 407-685-5815 or 407-685-5858.

Thank you for your attention, consideration and cooperation.

# Orange County Convention Center

## *Security & Transportation Division*

### **Taxi Permit Application**

Date of Application \_\_\_\_\_  
Applicant's Name \_\_\_\_\_ Home Phone # \_\_\_\_\_  
Applicants Date of Birth \_\_\_\_\_  
Home Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Driver's License # \_\_\_\_\_ (Attach a photocopy)  
License Classification \_\_\_\_\_ Endorsements \_\_\_\_\_  
Applicant's Name of Business \_\_\_\_\_ Occupational # \_\_\_\_\_

**(NOTE: If the business is a partnership, attach the partnership instrument or certified copy. If the business name is different than applicants, attach the county of registration certificate or certified copy)**

Business Location \_\_\_\_\_ Business Phone \_\_\_\_\_  
Business Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

#### **Vehicle Information** (attach photocopy of registration)

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ Mileage \_\_\_\_\_  
Color Scheme \_\_\_\_\_ Company Name on Vehicle \_\_\_\_\_  
Radio/Communication Equipment: Type \_\_\_\_\_ Make \_\_\_\_\_  
Meter Information \_\_\_\_\_ Meter Calibration/Cert. \_\_\_\_\_

Insurance Co. \_\_\_\_\_ Policy# \_\_\_\_\_  
Insurance Agent \_\_\_\_\_ Phone# \_\_\_\_\_

Agent's Company \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Attach a copy of insurance card and verification of insurance coverage

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**Taxi Reference Form**

The names and addresses of any and all persons holding ten percent (10%) or greater beneficial interest in the applicant's company. (Use back of this page if needed.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Three (3) references (not related to the applicant)

Name \_\_\_\_\_ Name \_\_\_\_\_  
Address \_\_\_\_\_ Address \_\_\_\_\_  
\_\_\_\_\_  
City \_\_\_\_\_ City \_\_\_\_\_  
State \_\_\_\_\_ Zip Code \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
City \_\_\_\_\_  
State \_\_\_\_\_ Zip Code \_\_\_\_\_

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Office Use Only

**Vehicle Inspection:**

Horn \_\_\_ Tires \_\_\_ Mirrors \_\_\_ Door Handles \_\_\_ Wipers \_\_\_ Park Brake \_\_\_  
A/C & Heat \_\_\_ Brakes \_\_\_ Turn Signals \_\_\_ Cleanliness \_\_\_ Meter \_\_\_ Comm. \_\_\_  
Roof Sign \_\_\_ Flr Covers \_\_\_ Meter Calib. \_\_\_ Name on side \_\_\_ Rates posted \_\_\_

Insurance verified \_\_\_\_\_ DL check \_\_\_\_\_ Registration verified \_\_\_\_\_  
Company \_\_\_\_\_  
Tag No. \_\_\_\_\_ Meter SN # \_\_\_\_\_

**Permit Issued:** Yes No (Circle one) **Permit No.:** \_\_\_\_\_ **Exp.** \_\_\_\_\_