

## VEHICLE TRANSFER INFORMATION SHEET

### REQUIREMENTS

- Vehicle Transfer Application (Attached)
- Proof of Identity (i.e. State issued Driver's License/I.D. Card, Military I.D., Passport)
- Vehicle Information
  - Vehicle Title/Memorandum Title
  - State issued Vehicle Registration
  - Mechanical Inspection (Completed within sixty (60) days of application submittal)
  - Proof of Vehicle Insurance
    - Three hundred thousand dollars (\$300,000.00) for Taxicabs
    - Five hundred thousand dollars (\$500,000.00) for Liveries
  - Taxi Meter Inspection (Taxis only)

**New VFH decals will not be issued until the current decals are returned to the License Section.**

### PRICING

- Application fee - \$20.00
- Vehicle Transfer fee - \$150.00

### OFFICE LOCATION & HOURS

4252 Groves Rd  
Columbus, OH 43232  
Monday - Friday  
8:00 a.m. to 3:30 p.m.

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**OFFICE USE ONLY**

Cab/Plate # \_\_\_\_\_

License # \_\_\_\_\_

Decal # \_\_\_\_\_ Color \_\_\_\_\_

Issue Date \_\_\_\_\_

Expiration Date \_\_\_\_\_

DEPARTMENT OF PUBLIC SAFETY  
LICENSE SECTIONDEPARTMENT OF  
PUBLIC SAFETY**VEHICLE FOR HIRE  
VEHICLE TRANSFER  
APPLICATION****TAXI****LIVERY****APPLICANT INFORMATION**

Full Name:

Residential Address:

City:

State:

Zip:

Phone:

Email:

**All applicants are required to provide Proof of Identity.****BUSINESS INFORMATION**

Business Name:

Cab #: (Taxis Only)

Business Address:

Decal #: (Liveries Only)

City:

State:

Zip:

Business Phone:

Business Email:

**NEW VEHICLE INFORMATION**

Year:

Make:

Model:

VIN:

License Plate #:

Seating Capacity:

Number of Doors:

**DISPATCH SERVICE (TAXIS ONLY)**

Dispatch Name:

Dispatch Phone:

Color Scheme:

Lettering Color:

**ADDITIONAL INFORMATION**

Do you understand that you must have prior APPROVAL by the License Section of any additions to, or changes in design, lettering, and color scheme, as stated above?

Yes No

Has or will this vehicle to be licensed be used for any criminal purposes, including immoral or disorderly conduct, as defined in the City Code Title 23, and Ohio Revised Code Title 29?

Yes No

Will the vehicle to be licensed conform to the City Codes, including, but not limited to the State of Ohio and Federal laws that applicable thereto?  
Yes No

Do you understand that you must notify the License Section of any changes including, State of Ohio Vehicle Registration, address and phone number of owner?  
Yes No

Do you agree not to interfere with any numbers or plates affixed to your vehicle?  
Yes No

Do you agree to conform to and abide by all City of Columbus City Codes, Rules and Regulations pertaining to vehicle for hire including, but not limited to the State of Ohio and Federal laws applicable hereto?  
Yes No

Has any license issued to you or your company by the City of Columbus ever been revoked, suspended or refused within the past three (3) years?  
Yes No

**Per regulations set in Columbus City Code 501.05(E), the License Section has the power to make rules regarding the "qualifications of the applicants and the conditions precedent the applicants must meet prior to the acquisition of licenses." Following this direction, all applicants must be able to read, speak, and comprehend the English language in order to obtain a valid license. By initialing on the line below, you agree that you are able to fulfill this requirement.**  
  
\_\_\_\_\_ Initials

**All information contained in this application is subject to disclosure as a matter of public record. Any false statement made or given in this application shall result in denial, revocation, or future revocation of the license under Columbus City Code Chapters 501 and 540, and may be referred for criminal prosecution under Ohio Revised Code Chapter 2921.13 (A-3).**

State of Ohio, County of Franklin

I, \_\_\_\_\_, being duly sworn, affirm and swear that I am the  
(Print Applicant's Name)  
  
individual making the foregoing application; that he or she is knowledgeable with respect to that which is to be licensed and to the information contained in the application; that the answers, statements, and allegations made in this application are true and accurate to the best of my knowledge and belief; and that I am an owner of that which is to be licensed by this application.

\_\_\_\_\_  
(Applicant's Signature)

Sworn to before me and subscribed in my presence this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary or Agent of Director of Public Safety