

## OFFICE LOCATIONS



### What should I do if I am unable to appear for the hearing?

You can request to reschedule your hearing if you call at least five business days before the scheduled hearing date. Please call the Tribunal at 1-844-628-4692.

You can also send the Tribunal a reschedule request online. Visit [www.nyc.gov/oath](http://www.nyc.gov/oath) to find the online form.

If it is fewer than 5 business days before the scheduled hearing date, you must appear before a hearing officer at the Tribunal and ask the hearing officer for an adjournment. The adjournment will only be granted if the hearing officer determines that you have a good reason.

### What should I do if I missed the hearing date?

If you did not appear on the hearing date, you may have been found guilty by default. If you were found guilty, you have two (2) options:

- Pay the fine; or
- Request a new hearing by filing a Motion to Vacate the Default.

#### Long Island City

32-02 Queens Blvd. 3rd Floor  
Long Island City, NY 11101

8:00 AM to 4:30 PM

Monday through Friday excluding holidays.

#### Manhattan

66 John Street 11<sup>th</sup> Floor  
New York, NY 10038

8:30 AM to 4:30 PM

Monday through Friday excluding holidays.

#### JFK Airport

JFK Hearing Office  
Building #14  
Jamaica, NY 11430

7:30 AM to 3:15 PM

Monday, Tuesday & Thursday excluding holidays.

#### Staten Island

350 St. Marks Place, Main Floor  
Staten Island, NY 10302

8:30 AM to 3:30 PM

Tuesday, Thursday & Friday excluding holidays.

**1-844-OATH-NYC**  
**(1-844-628-4692)**



### What is the OATH Tax & Limousine Tribunal?

The OATH Tax & Limousine Tribunal is a division of the NYC Office of Administrative Trials and Hearings (OATH). This court holds hearings for summonses issued by the NYC Taxi and Limousine Commission (TLC). OATH Tax & Limousine Tribunal hearing officers are independent decision-makers who will hear your case.

### Your License

OATH is separate from the TLC. The TLC is the agency responsible for enforcing rules and issuing licenses. For questions about your license, please contact the TLC.

### Why did I get a Summons?

The OATH Tax & Limousine Tribunal does not issue summonses. If you need more information about your summons call the TLC.

## What can I do if I get a summons?

## What should I expect if I choose to come to a hearing?

## Points

### Plead Guilty & Pay the Fine

- If a specific fine is designated on the front of the ticket, check the “guilty” box on the back of the ticket, follow the instructions and mail it with your payment within 14 days after receiving the summons.
- You may also pay in person at the Long Island City, Lower Manhattan or JFK location. Pay by cash, money order, credit cards, or debit card. The JFK Tribunal will not accept credit or debit cards.
- You may pay the fine online at [www1.nyc.gov/lars/](http://www1.nyc.gov/lars/)
- If your summons indicates “personal appearance required” you may not plead guilty by mail and you must come to the Tribunal.

..... Or .....

### Appear for a Hearing in Person

- Come to the location on the date and time listed on the summons.

	David Yassky Commissioner Uniformed Services Bureau 24-55 80th West Woodside, New York 11377 +1 212 227 6324 tel	
	License # xxxxxx Respondent's Name Respondent's Address Respondent's City State ZIP	Summons # PVXXXXXX Issued: 10/28/2011

- Please bring photo identification and a copy of your summons.

You do not need an attorney. You can represent yourself. However, you may hire an attorney or you may authorize a representative, if you choose.



A hearing officer conducts a hearing.

- The hearing will take place in a hearing room before the OATH Taxi & Limousine Tribunal hearing officer. The hearing officer has the authority to decide whether or not you are guilty of the charge.
- You may bring witnesses to testify for you. You may also bring any papers that you want the hearing officer to consider.
- After the hearing, you will be directed to the waiting room where you will receive the hearing officer's decision.
- If you prefer not to wait, the Decision will be mailed to you.

Interpretation services are provided free of charge, in over 150 languages, or you may bring a translator if you prefer. Some of the languages are:

عربي	Монгол
বাংলা	Polski
廣東話	Português
Deutsch	ਪੰਜਾਬੀ
Español	Русский
فارسی	Română
Français	Shqip
Ελληνικά	Tagalog
Kreyól	Tiếng Việt
תּוֹכּ	Türkçe
हिंदी	Wolof
Italiano	Українська
日本語	اردو
한국어	אִידיש
國語	

The hearing officer must assess points when required by law. TLC licensees are assessed points when found in violation of certain TLC Rules.

- Points are added to a licensee's record using the date of the violation, not the hearing date.
- Accumulation of 6 or more points during a 15 month period may result in the suspension of your license by TLC.
- Accumulation of 10 or more points during a 15 month period may result in revocation of your license by TLC.

## What should I do if I disagree with the hearing officer's decision?

- You can file an appeal within 30 days of the decision date.
- You do not have to pay the fine until a decision on the appeal is made.
- Appeals may be submitted using the OATH Taxi & Limousine Tribunal Appeal Form. The Appeal Form is available at Tribunal locations and on the OATH website in the Taxi & Limousine Tribunal section.

	32-02 Queens Boulevard, 3rd Floor Long Island City, NY 11101
<b>APPEAL FORM</b>	
• Use this form only if you want to appeal the decision from your hearing.	

For more information about appeals visit the OATH web site at [www.nyc.gov/oath](http://www.nyc.gov/oath)