



NEW YORK CITY TAXI & LIMOUSINE COMMISSION

[Home](#)
[About TLC](#)
[Taxi of Tomorrow](#)
[TLC Rules and Local Laws](#)
[Court Administration](#)
[Passenger Information](#)
[Licensing](#)
[Safety & Emissions](#)
[Industry Information](#)
[Commission Meetings](#)

TLC News

- [Proposed Rules](#)
- [Newly-Passed Rules](#)
- [TLC Regulatory Agenda - Fiscal Year 2011](#)
- [Average Medallion Prices](#)
- [Photo Gallery](#)
- [Industry Notices](#)
- [Press Releases](#)
- [Public Notices](#)
- [Informational Presentations](#)
- [Testimony](#)
- [Newsletters](#)
- [Sign up for official e-mail updates, news and Industry Notices from the TLC](#)

[Current Licensees](#)
[Employment Opportunities](#)
[FAQ](#)
[Contact / Visit TLC](#)
[TLC Site Map](#)

INDUSTRY INFORMATION | INDUSTRY NOTICES

FOR IMMEDIATE RELEASE

Industry Notice #00-33

December 2000

TLC REMINDS ALL VEHICLE & BASE STATION OWNERS THAT THE MONTHS OF FEBRUARY AND MARCH ARE THE PEAK PERIOD OF ACTIVITY AT THE TLC LICENSING DIVISION

Due to the New York State Department of Motor Vehicles' livery vehicle registration cycle, all for-hire vehicle registrations will expire February 28, 2001. This includes the owners of all for-hire vehicles, black cars, luxury limousines, paratransit services vehicles and commuter vans. Accordingly, the New York City Taxi & Limousine Commission's (TLC) Licensing Division will experience its peak period of activity for the year throughout the months of February and March. As in past years, the volume of customers seeking all types of licensing services at the Licensing Division during this period will increase multifold.

To help avoid crowds, and to ensure the timely processing of your vehicle license application, you are strongly advised to:

IF YOU ARE APPLYING TO RENEW ANY VEHICLE LICENSE: Mail your completed renewal application as soon as it is received, in accordance with all written instructions provided with your renewal package. Completed renewal applications and renewal fees must be mailed in the envelope provided with your renewal package. Renewal applications that are incomplete for any reason (for instance, any renewal application that fails to include the required proof of minimum insurance coverage [Sec. 6-11(d)(4)], or fails to include the required (24)-hour telephone contact number [Sec. 6-11(l)(1)]) will not be accepted and will be returned to the licensee unprocessed.

IF YOU ARE APPLYING FOR ANY NEW VEHICLE LICENSE, OR APPLYING TO TRANSFER A CURRENT VEHICLE LICENCE: Leave adequate time in which to apply for and receive your license. Because the Licensing Division may not be able to process every applicant who appears in person each day during this peak period, you may be turned away and asked to return the following day.

All new and transfer vehicle license applications must be filed in person. All new Tier II and Tier III for-hire vehicle applications should be filed by mail (for an application or further information, please call (718) 391-5679).

There are two ways in which to file your new or transfer application in person:

- **SERVICE WINDOWS:** Only registered vehicle owners will be serviced (powers-of-attorney are not acceptable). Limit: One (1) transaction per registrant. License applications must be filed in accordance with all written instructions provided with the application. Applications that are incomplete will not be accepted (for instance, any renewal application that fails to include the required proof of minimum insurance coverage [Sec. 6-11(d)(4)]).
- **DROP-OFF SERVICE:** Powers-of-attorney are acceptable. There is no transaction limit. Licenses are issued via mail only for approved applications (licenses cannot be picked up in person). License applications must be filed in accordance with all written instructions provided with the application. Applications that are incomplete will not be accepted. Drop-off service is available from 2:00 p.m. to 5:00 p.m. only. For complete Drop-Off Service instructions, please call (718) 391-5640.

For further information, or to have an application mailed to you, please call (718) 391-5679.