



SUFFOLK COUNTY TAXI & LIMOUSINE COMMISSION

VEHICLE & OPERATOR'S MANUAL

Rules and Regulations

JAN	2014 2016	JUL
FEB	SUFFOLK COUNTY TAXI & LIMOUSINE COMMISSION	AUG
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APR		OCT
MAY		NOV
JUN		DEC
Reg. # TL00000101		Plate#

Steven Bellone
County Executive

Frank Nardelli
Commissioner

SUFFOLK COUNTY DEPARTMENT OF LABOR, LICENSING & CONSUMER AFFAIRS
725 Veterans Memorial Hwy., Hauppauge, NY 11788

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Location, Hours of Operation and Contact Information

The SCTLC operates under the auspices of the Suffolk County Department of Labor Licensing and Consumer Affairs. Registration applications can be obtained in person, requested by mail or downloaded.

The SCDOLLCA offices are located at:

725 Veterans Memorial Highway
Hauppauge, NY 11788

Office Hours:

Monday - Friday - 8:30 a.m. - 4 p.m.

Directions:

From West: Northern State Pkwy. East to the end and continue on Rte. 454, Veterans Memorial Highway to Old Willets Path (second traffic light). Turn left on Old Willets Path. Make

first right turn (North County Complex). We are the second building on the left, Building # 17, the entrance marked Consumer Affairs.

From East: Route 347 West and continue on Veterans Memorial Highway to Old Willets Path. Turn right on Old Willets Path and proceed as above.

Mailing Address:

PO Box 6100
Hauppauge, NY 11788

Phone:

631-853-4458

571 Introduction

The business of transporting passengers in pre-arranged, for-hire vehicles is a vital and integral part of the County's transportation system. The **Suffolk County Taxi & Limousine Commission** (SCTLC) was created to achieve two main goals to better protect that system. First, to guard against the dangers posed to residents by unsafe operation of taxicabs, limousines and livery vehicles. Secondly, is to protect the free commerce of for-hire vehicle operators.

In 2012, Governor Andrew Cuomo signed legislation authorizing Suffolk County to adopt ordinances regulating the registration of taxicabs, limousines and livery vehicles. With this legislation from the State, Suffolk County adopted local law June 17th, 2014 creating the Suffolk County Taxi and Limousine Commission. The laws governing the SCTLC can be found on the Suffolk County Legislature website (<http://legis.suffolkcountyny.gov/>). You can also ask for copy of the laws from the SCTLC by calling the SCTLC at (631) 853-4458.

Important:

The TLC registration and operating requirements will not apply to the following:

- a bus operating along a fixed route (includes Suffolk County SCAT buses),
- an ambulance,
- medical provider van,
- funeral car
- a driver and/or operator that drives a for-hire vehicle solely within the geographical boundaries Suffolk County. (providing they have obtained a valid taxicab, limousine, or private livery vehicle driver's license issued by a town or village in Suffolk County where the for-hire vehicle is operated.)
- a driver who has obtained a for-hire vehicle driver's license from New York City, Nassau, Westchester counties where the driver operates the for-hire vehicle on an inter-jurisdictional basis.

571-1. Definition of Terms

The following is a list of terms and their definitions that will be helpful in understanding how the SCTLC operates.

AFFILIATED

Directly, or indirectly controls or is controlled by, or under common control with, an owner.

AMBULANCE

Every motor vehicle designed, appropriately equipped and used for the purpose of carrying sick or injured persons by a person or entity registered or certified as an ambulance service by the New York State Department of Health.

APPLICANT

Person applying for a for-hire vehicle driver's license, for-hire vehicle registration, and/or pre-arranged for-hire vehicle permit.

BUS

Every motor vehicle having a seating capacity of fifteen or more passengers in addition to the driver and used for the transportation of persons. For the purposes of this chapter, "Bus" shall include Suffolk County Accessible Transportation vehicles and Suffolk County Paratransit vehicles.

COMMISSIONER

The Commissioner of the Suffolk County Department of Labor, Licensing and Consumer Affairs.

COMMISSION

The Suffolk County Taxi and Limousine Commission.

CONVICTION

A finding of guilty after a trial or a plea of guilty to an offense.

COUNTY

The County of Suffolk.

DEPARTMENT

The Suffolk County Department of Labor, Licensing and Consumer Affairs.

FOR-HIRE VEHICLE

A motor vehicle carrying passengers on a pre-arranged for-hire basis, including, but not limited to, a taxicab, limousine, commuter van or private livery vehicle, but shall not include a bus operating along a fixed route, an ambulance, medical provider van, funeral car or any vehicle over which the County does not have jurisdiction pursuant to state or federal law.

FOR-HIRE VEHICLE DRIVER'S LICENSE

A license issued by the Department to persons who meet the qualifications for for-hire vehicle driver's license as set-forth in this chapter.

FOR-HIRE VEHICLE REGISTRATION

A registration issued by the Department to persons who meet the qualifications for a registration as set-forth in this chapter.

FUNERAL CAR

A motor vehicle operated solely for the purpose of carrying passengers from a specific location a funeral parlor or cemetery and the return of such passengers to a specific location.

HEARING OFFICER

A County officer or employee designated by the Commissioner to conduct a hearing on violations of this chapter and/or any regulations enacted pursuant to the authority granted to the Commissioner by this chapter. A hearing officer shall have the power to render determinations and impose penalties as set forth in this chapter.

INTER-JURISDICTIONAL

The operation of a for-hire vehicle between the County of Suffolk and a licensing jurisdiction.

LICENSING JURISDICTION

A city with a population of one million or more, or a County within New York state contiguous to such city or the County of Rockland, that requires the issuance, in conformance with the terms of section 498 of the New York Vehicle and Traffic Law, of a license, permit, registration, certification or other approval in order for a vehicle to perform the pre-arranged pick up or drop off of one or more passengers for compensation.

MEDICAL PROVIDER VAN

A van that is not wheelchair accessible and is capable of carrying 8-14 passengers for the sole purposes of transporting passengers to and from medical appointments. Payment for such transportation is made solely through contracts with various health or social service organizations, including, but not limited to, Medicaid, New York State Department of Social Services, or Suffolk County Department of Social Services.

MOTOR VEHICLE

Every vehicle operated or driven upon a public highway which is propelled by any power other than muscular power, except (a) electrically-driven mobility assistance devices operated or driven by a person with a disability, (a-1) electric personal assistive mobility devices operated outside a city with a population of one million or more, (b) vehicles which run only upon rails or tracks, (c) snowmobiles as defined in article forty-seven of this chapter, and (d) all-terrain vehicles as defined in Article 48-B of the New York Vehicle and Traffic Law.

OPERATE

To pick up and drop off passengers.

OWNER

A person, other than a lien holder, having the property in or title to a motor vehicle. The term includes a person entitled to the use and possession of such motor vehicle subject to a security interest in another person and also includes any lessee or bailee of a motor vehicle or vessel having the exclusive use thereof, under a lease or otherwise, for a period greater than thirty days.

PERSON

An individual, a partnership, an unincorporated association, a corporation, limited liability company or any other legal entity.

PRE-ARRANGED FOR HIRE VEHICLE PERMIT

A permit for a vehicle to operate on an inter-jurisdictional basis between the County of Suffolk and a licensing jurisdiction.

PRIMARY OWNER

The owner of a for-hire vehicle with the predominant financial interest in a motor vehicle.

RESPONDENT

Person against whom a charge of a violation of this chapter is pending.

SERIOUS CRIMINAL OFFENSE

A conviction of (i) a felony involving the use of a motor vehicle except a felony as described in subparagraph (ii) of this paragraph; (ii) a felony involving manufacturing, distributing or dispensing a drug as defined in section 114-a of the New York State Vehicle and Traffic Law or possession of any such drug with intent to manufacture, distribute or dispense such drug in which a motor vehicle was used; (iii) a violation of subdivision one or two of section 600 of the New York State Vehicle and Traffic Law; (iv) operating a pre-arranged for-hire vehicle when, as a result of prior violations committed while operating a pre-arranged for-hire vehicle, the driver's New York State Department of Motor Vehicles issued license or a license of a similar regulatory agency from another state is revoked, suspended, or canceled; (v) causing a fatality through the negligent operation of a pre-arranged for-hire vehicle, including but not limited to the crimes of vehicular manslaughter or criminally negligent homicide; (vi) homicide; and (vii) a felony for assault, sexual offenses, kidnapping, or burglary.

TAXICAB

Every motor vehicle, other than a bus or limousine used in the business of transporting passengers for compensation. However, it shall not include vehicles which are rented or leased without a driver.

WEAPON

Any firearm, gun, explosive device or substance, lethal or debilitating chemical or gas or any dangerous or deadly weapon or instrument of any description, including but not limited to a handgun, pistol, target pistol, revolver, rifle, shotgun, dangerous knife, dagger, dirk, razor, stiletto or imitation pistol.

571-3 Suffolk County Taxi & Limousine Commission

The SCTLC operates under the auspices of the Suffolk County Department of Labor, Licensing and Consumer Affairs (SCDOLLCA). The SCTLC is governed by a eight-member board that is served by the following appointees:

- (1)** the Commissioner of the Suffolk County Department of Labor, Licensing & Consumer Affairs or his/her designee. The Commissioner shall serve for the duration of his or her tenure as Commissioner. If the Commissioner appoints a designee to represent the Commissioner on the Suffolk County Taxi and Limousine Commission, then such designee shall serve at the pleasure of the Commissioner;
- (2)** one member appointed by the Suffolk County Supervisors' Association. Such member to receive an initial two-year appointment;
- (3)** one at-large-member appointed by the County Executive, which member shall have a background in the taxicab industry. Such member to receive an initial four-year appointment;
- (4)** one at-large-member appointed by the County Executive, which member shall have a background in the limousine industry. Such member to receive an initial four-year appointment;

- (5) one at-large member appointed by the County Executive, which member shall have consumer advocacy experience. Such member to receive an initial four-year appointment;
 - (6) one at-large-member appointed by the Suffolk County Legislature's Presiding Officer, which member shall have a background in urban transportation matters, such as representatives of trade or professional associations or community commuter associations. Such member to receive an initial two-year appointment;
 - (7) one at-large-member appointed by the Suffolk County Legislature's Majority Leader, which member shall have a background in urban transportation matters, such as representatives of trade or professional associations or community commuter associations. Such member to receive an initial two-year appointment; and
 - (8) one at-large member appointed by the Suffolk County Legislature's Minority Leader, which member shall have a background in urban transportation matters, such as representatives of trade or professional associations or community commuter associations. Such member to receive an initial two-year appointment.
- A. Except for initial terms as set forth in this section, all members, other than Commissioner or his/her designee, shall serve for a four (4) year term.
 - B. Vacancies shall be filled for the expiration of the term, by the authority appointing such member.
 - C. The County Executive shall designate one member of the Suffolk County Taxi and Limousine Commission to act as the chair.
 - D. Members of the Suffolk County Taxi and Limousine Commission shall not be entitled to compensation for their service on the Commission, but shall be entitled to reimbursement for reasonable and necessary expenses incurred in the performance of their duties as members.
 - E. A majority of the whole number of members of the Suffolk County Taxi and Limousine Commission shall constitute a quorum for the transaction of any business. Unless otherwise provided by law, the Commission shall have power to act by a majority of its members.

571-4 Purpose and powers

- A. The purpose of the SCTLCA is to make advisory recommendations to the County Executive, the County Legislature and the Commissioner of the SCDOLLCA regarding the regulation and supervision of the for-hire transportation industry.
- A. The Commission shall have the power to make recommendations regarding, among other things:
 - (1) regulations and policies for the issuance of for-hire vehicle registrations and for-hire vehicle driver's licenses;
 - (2) standards of for-hire vehicle driver conduct;
 - (3) safety and design, comfort, convenience, noise and air pollution control and efficiency in the operation of vehicles and auxiliary equipment;
 - (4) maintenance of financial responsibility, insurance and minimum coverage for-hire vehicles; and
 - (5) passenger rights.

571-5. Powers of the Commissioner

- A. In addition to the powers and duties elsewhere prescribed in this chapter, the Commissioner shall have the power to:
- (1) Keep records of all registrations and licenses issued, suspended or revoked and all fines adjudged pursuant to this chapter.
 - (2) Whenever in this chapter the Commissioner is empowered to or charged with the responsibility to do or perform any act, he or she may deputize, in writing, any officer or employee of the Department to do or perform the act in his or her place and stead.
- B. The Commissioner shall have the power promulgate, amend and/or repeal rules and regulations not inconsistent with the provisions of this chapter as may be necessary with respect to the form and content of applications for registrations and licenses, for the reception thereof, for the investigation of applicants and their qualifications, for the conduct, including advertising, of occupations regulated by this chapter and for other matters incidental or appropriate to his powers and duties as prescribed by this chapter and for the proper administration and enforcement of the provisions of this chapter. No rule or regulation may be promulgated, amended or repealed pursuant to this subsection unless a public hearing is held by the Commissioner. At least seven (7) business days' prior notice of such public hearing shall be published in the official newspapers of the County. A copy of all rules and regulations promulgated and any amendments thereto shall be filed in the Office of the Clerk of the County Legislature.

571-5 For-Hire Vehicle registration required.

- A. It shall be unlawful for any person to operate or permit to be operated a for-hire vehicle in the County of Suffolk without a for-hire vehicle registration for such vehicle issued by the dept.

B. Exemptions:

The TLC registration and operating requirements will not apply to the following:

- a bus operating along a fixed route (includes Suffolk County SCAT buses),
- an ambulance,
- medical provider van,
- funeral car
- a driver and/or operator that drives a for-hire vehicle solely within the geographical boundaries Suffolk County. (providing they have obtained a valid taxicab, limousine, or private livery vehicle driver's license issued by a town or village in Suffolk County where the for-hire vehicle is operated.)
- a driver who has obtained a for-hire vehicle driver's license from New York City, Nassau, Westchester or Rockland counties where the driver operates the for-hire vehicle on an inter-jurisdictional basis.

571-7 Vehicle Registration Application Process

1. By signing and submitting the application form, the person applying acknowledges that of they are granted a SCTLC for-hire vehicle registration and are subject to compliance inspections by the Suffolk County Police Department, the Suffolk County Sheriff's Department or any

authorized employee of the SCTLC, or other agents, as authorized by the Commissioner of the SCDOLLCA.

- A. By filing the application, applicants understand and accept that a criminal background history check on them will be obtained from the New York State Department of Criminal Justice Services.
- 1) Applicants must have their fingerprints taken according the rules of the New York State Division of Criminal Justice Services (NYSDCJS) **or their application will not be processed.**
 - 2) If the application is being made on behalf of a corporation, partnership, limited liability company (LLC) or other communally-owned entity, fingerprints will be required from each:
 - corporate officer
 - partner
 - member or principal of the corporation, partnership, limited liability company
 - any stockholder owning at least 10% or more of the corporation, partnership or LLC.
 - 3) Fingerprinting will done by MorphoTrust USA. A fee will be assessed for this service and must be made payable to them, *not to the SCTLC.*
 - a. The SCTLC will forward the applicant's fingerprints to the NYSDCJS for a complete criminal background and investigation. The Commissioner, or his designee, will review all information provided by DCJS in connection with the applicant's criminal background and investigation.

Fingerprinting is required not only for first-time applicants but also annually for all reapplications.

2. Application

- Completed, signed and notarized, application which includes completed Background Questionnaire, Federal Tax Identification Number and vehicle identification number (VIN) of each vehicle to be registered
- Fee for each vehicle being registered (payable in Cash, Money Order, Check or Credit Card)
- Copy of NYS registration for each vehicle being registered (or proof of another state's registration from similar regulatory agency)
- Proof of insurance for each vehicle being registered
(Vehicles that carry 5 or less passengers - \$50,000)
(vehicles Such as SUV's, Mini vans, ect- \$50,000)
(Vehicles that carry 8 or more passengers - \$500,000)
- Proof that vehicle(s) has current NYS Vehicle Inspection (vehicles registered in states not requiring inspection must be inspected by a NYS Licensed Inspection Station)
- List of all base stations affiliated with the for-hire vehicle
(must be accompanied by letter with corporate seal, or notarized from the owner of each base station, listing the VIN and SCTLC registration number affiliated with such base station)
- Proof of fingerprinting for each owner for background check
(copy of receipt from MorphoTrust USA)

- Copies of 2 forms of Identification from each owner
- Completed Owner Information Questionnaire for each owner
- Letter verifying vehicles registration, license or permit with Suffolk County Municipality (If applicable)
- Notarized affidavit from owner stating every driver employed has valid SCTLC for-hire vehicle driver's license
 Additional information may be requested by the Commissioner or his/her agent

Please be aware when filing for an (re)application, the making of false statements, and knowingly filing false instruments (*documents that have been deliberately doctored or changed in any way to give false information*) is punishable as a crime pursuant to the New York State Penal Law and may constitute grounds for denial of a SCTLC registration or driver's identification card, and even criminal prosecution.

The applicant is required to notify the SCTLC either in person or by first class mail, within seven days, exclusive of weekends and holidays, of any changes in information supplied in their most recent application.

No application will be fully processed until ALL information is verified and Background Check results have been received and assessed. Applicant should allow 5 – 7 business days for processing. Applicant will be notified when application is approved or denied. If approved, an appointment will be made to issue vehicle registration. Applicant can request a hearing with the SCTLC for denials of registration.

3. Vehicle Registration Decal

- After the SCTLC has agreed to register a vehicle to operate as a for-hire vehicle in Suffolk County, each vehicle will be issued a **Vehicle Registration Decal**. Remember though, renewal is not automatic. Vehicle registration renewal is required on annual basis tied to the month the original registration was given.
- A valid SCTLC decal is affixed to the front driver's side of the windshield of the vehicle, so as to be plainly visible. The following shows the proper way to display the decal.

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Vehicle Registration Sticker

571-8 Vehicle Operating Standards & Requirements

4.1 The SCTLC requires that all registered vehicles and drivers must operate and maintain their vehicles in a safe manner. That means obeying all the traffic and safety laws of New York State, Suffolk County as well those of as the municipalities they vehicles operate in. These requirements include the following:

- A. Each registered for-hire vehicle must display a valid, unexpired SCTLC vehicle registration sticker on their windshield at all times. This in accordance with the display instructions spelled out under **Vehicle Registration Decal** above.
- B. If the for-hire vehicle is registered in another municipality, that jurisdiction's sticker must be displayed in accordance with that municipality's for-hire vehicle registration laws.
- C. Each for-hire vehicle will be driven only by the holder of a driver's license which is valid to operate a motor vehicle in New York State.
- D. The driver or owner of a for-hire vehicle must ensure that the vehicle is operated by a driver who holds, a valid and current SCTCL Driver Identification Card. That card must be provided on request to a police officer or other authorized employee or agent of the SCTLC. The card must also be clearly visible to passengers or have such license readily available to produce upon the request of a passenger.
- E. The owner of a for-hire vehicle registered by the SCTLC must maintain documentation that the vehicle to be registered has adequate insurance coverage as required by New York State Insurance Law and limits set forth by the SCTLC.
- F. There shall be no smoking anywhere, regardless of the presence of passengers, in a for-hire vehicle as required by section 1399-o of New York State Public Health Law.
- G. The owner of a for-hire vehicle must immediately notify the SCTLC of the theft, loss or destruction of their vehicle and furnish the SCTLC with an affidavit, within five (5) business days of that theft, loss or destruction.
- H. Each driver of a for-hire vehicle is required to keep a record of each inter-jurisdictional trip, including location of pick-up and location of drop-off. Failure to produce such a record maintained in the manner prescribed by the Department pursuant to this chapter shall be presumptive evidence of illegal inter-jurisdictional operation. The recording requirements of these trips include the following:
 - (1) Enter a record prior to the commencement of such trip in a log maintained and kept readily accessible in the for-hire vehicle at all times.
 - (2) Produce the records at the request of a police officer or other authorized employee or agent of the SCTLC.
 - (3) Retain those records for a period of no less than one year after such trip.
- I. A sign will be posted in all their for-hire vehicles, which is visible to all passengers within the vehicle that reminds passengers seatbelts are available for their use and required by New York State Vehicle and Traffic Law.
- J. The owner of the for-hire vehicle will be responsible for ensuring that the seating capacity indicated on the SCTLC registration matches the actual seating capacity within the for-hire vehicle.

571-9

A. For-Hire Driver Application Process

- Applicant must be at least 18 years of age, of good character and financially responsible. The for-hire driver must maintain good character and financial responsibility during the term of their certification.

- An application for a new or renewed for-hire driver's license must be made on the application forms provided by SCTLC. Licenses will be valid for one year.
- By signing and submitting the application form, the person applying acknowledges that of they are granted a SCTLC for-hire driver's license and are subject to compliance inspections by the Suffolk County Police Department, the Suffolk County Sheriff's Department or any authorized employee of the SCTLC, or other agents, as authorized by the Commissioner of the SCDOLLCA.
- By filing the application, applicants understand and accept that a criminal background history check on them will be obtained from the New York State Department of Criminal Justice Services.
- Applicants must have their fingerprints taken according the rules of the New York State Division of Criminal Justice Services (NYSDCJS) **or their application will not be processed.**

Fingerprinting is required not only for first-time applicants but also annually for all reapplications.

Fingerprinting will done by MorphoTrust USA. A fee will be assessed for this service and must be made payable to them, *not to the SCTLC.*

The SCTLC will forward the applicant's fingerprints to the NYSDCJS for a complete criminal background and investigation. The Commissioner, or his designee, will review all information provided by DCJS in connection with the applicant's criminal background and investigation.

- Each driver applying for a for-hire vehicle driver's license must agree to submit to drug testing as directed by the SCTLC **or their application will not be processed.**
- Drug testing will be administered by LabCorp. A fee will be assessed for this service and must be made payable to LabCorp, **not to the SCTLC.**

Drug testing is required not only for first-time applicants but also annually for all reapplications.

Individual driver test results and any related medical information will be confidential.

Results will only be disclosed to the applicant and to the SCTLC (by signed HIPAA release form) and will not be used as evidence at any civil, criminal or administrative trial, hearing or proceeding other than an administrative trial, hearing or proceeding for the denial or revocation of application. No person, other than an applicant or for-hire licensee who is the subject of such records, may redisclose those records.

B. An application will include:

- Completed, signed and notarized, application which includes completed Background Questionnaire
- Driver's Fee of \$50
(payable in Money Order, Check or Credit Card)
- fingerprinting for background check (information to be given at time of submission)
- Copy of Social Security Card
- Copy of NYS Class E, B, or A driver's license
(or equivalent license issued by another state)
(must be in possession of license for a minimum of 6 months)
- Proof of completion of NYS approved Defensive Driving course
(no more than 6 months prior to application / 3 years for renewal application)
- Completed Drug Test prior to application
- Letter verifying vehicles registration, license or permit

Please be aware when filing for an (re)application, the making of false statements, and knowingly filing false instruments (*documents that have been deliberately doctored or changed in any way to give false information*) is punishable as a crime pursuant to the New York State Penal Law and may constitute grounds for denial of a SCTLC registration or driver's identification card, and even criminal prosecution.

The applicant is required to notify the SCTLC either in person or by first class mail, within seven days, exclusive of weekends and holidays, of any change in their mailing address.

No application will be fully processed until ALL information is verified and Background Check and Drug Test results have been received and assessed. Applicant should allow 5 – 7 business days for processing. Applicant will be notified when application is approved or denied. If approved, an appointment will be made to pick up your Driver ID Card. Applicant can request a hearing with the SCTLC for denials of a license.

Additional information may be requested by the Commissioner or his/her agent

C. Driver Identification Card

After the SCTLC has agreed to license a driver to operate a for-hire vehicle service in Suffolk County, the driver will be issued documentation and identification verifying that license. Remember though, renewal is not automatic. For-hire vehicle driver's license renewal is required on annual basis tied to the month the original license was given.

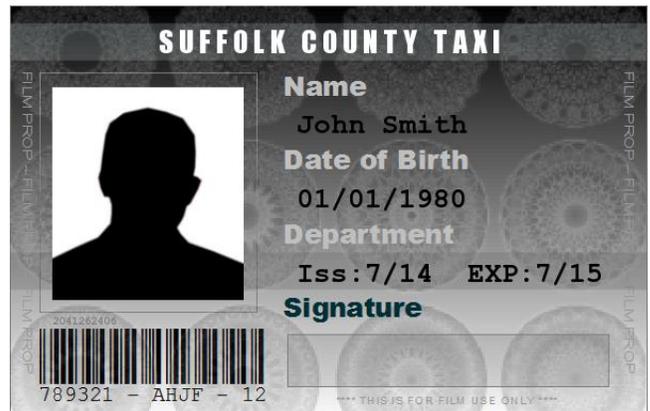
For-Hire Driver Identification Card

SAMPLE

571-12. Reciprocity

One of the primary reasons for creating the Suffolk County Taxi and Limousine Commission was for the protection of livery service companies based in Suffolk who pick up and drop off passengers in pre-arranged trips beyond the county borders. This was done to allow these companies to operate without the fear of being ticketed by a municipality with its own taxi and limousine commission. The New York State and Suffolk County laws that authorized the creation of the SCTLC, specifically gave jurisdictional reciprocity with similar taxi and limousine licensing agencies in:

- K. Nassau County
- L. All five boroughs of New York City
- M. Westchester County





- A.** Vehicles with a valid for-hire vehicle registration and a pre-arranged for-hire vehicle permit issued by the Department pursuant to this chapter and section 498 of the New York Vehicle and Traffic Law and operating in compliance with the conditions set forth in this chapter and section 498 of the New York State Vehicle and Traffic Law shall, pursuant to section 498 of the New York Vehicle and Traffic Law, be authorized to pick up passengers within Suffolk County for drop off within Suffolk County, as well as to operate on an inter-jurisdictional basis in order to pick up passengers in another licensing jurisdiction for drop off within Suffolk County, to drop off passengers in another licensing jurisdiction who were picked up within Suffolk County, and to transit other licensing jurisdictions.
- B.** A vehicle for which a licensing jurisdiction other than the County of Suffolk has issued a registration, license, and/or permit shall be eligible for reciprocity as set forth in subdivision 2 of section 498 of the New York State Vehicle and Traffic Law. Such vehicle shall not be required to obtain a for-hire vehicle registration or a pre-arranged for-hire vehicle permit from the Department, provided that such vehicle has a current, valid registration, license and/or permit from a licensing jurisdiction that has submitted evidence to the Department that it meets all of the standards and requirements set forth in subdivisions 3, 4 and 6 of section 498 of the New York State Vehicle and Traffic Law in issuing such registration, license, and or permit. Nothing contained in this subsection shall be deemed to exempt an owner or driver who possesses a for-hire vehicle registration, permit or driver's license from another licensing jurisdiction from complying with any other provision of this chapter.
- C.** The Department shall provide by means of a dedicated telephone line or read-only access to an electronic database, the following information to other licensing jurisdictions which meet the standards and requirements set forth in subdivisions 3, 4 and 6 of section 498 of the New York Vehicle and Traffic Law:
- (1)** the name of the holder of a for-hire vehicle registration or license;
 - (2)** the vehicle identification number of a licensed for-hire vehicle;
 - (3)** the date first registered or licensed;
 - (4)** the date such registration or license was most recently renewed; and
 - (5)** all violations issued to each registrant and/or licensee and the disposition of each such violation.

Such information shall be used solely for the enforcement of laws and regulations as set forth in this chapter.

- D. No owner of a vehicle registered, licensed, or permitted as a for-hire vehicle by a licensing jurisdiction pursuant to the standards and requirements of section 498 of the New York State Vehicle and Traffic Law for the purpose of inter-jurisdictional operation between licensing jurisdictions or any person engaged in the for-hire transportation of passengers by motor vehicle and who is affiliated with such owner shall do business within any jurisdiction in which it seeks to operate on an inter-jurisdictional basis. "Do business" shall mean having a place of business or telephone number in such jurisdiction relating to for-hire transportation of passengers by motor vehicle.

571-13 Schedule of Fees

1. First Time For-Hire Vehicle

Registration.....\$300.⁰⁰

(Non-refundable if denied as the result of background check and/or drug test)

2. Annual For-Hire Vehicle Re-

Registration.....\$250.⁰⁰

(Non-refundable if denied as the result of background check and/or drug test)

3. For-Hire Vehicle Driver's Identification

Card.....\$50.⁰⁰

(Non-refundable if denied as the result of background check and/or drug test)

4. Replacement Registration or Driver's Identification Card.....\$25.⁰⁰

5. Name change..... \$25.00

6. Late penalty..... \$50.00 with the ability of over-ride for accruals

7. Returned check fee\$20.00

There is no charge to amend a document previously submitted to the SCTL.

571-14 Enforcement

- 1. All Rules, Regulations, and laws covered under Suffolk County law 571 shall be enforced by the Department, The Suffolk County Police Department, the Suffolk County Sheriff's Office, and/or other agents authorized by the Department

571-15 Hearings & Appeals Process

- A. Aside from the mandatory suspensions and revocations of registrations as explained the ***Denials / Revocations / Suspensions of Vehicle Registration and/or Driver's***

Identification Card section of this manual, a fine will not be imposed until after a hearing for an alleged violation has taken place.

- B. Notice of violation will be served to the alleged violator, either personally or by certified mail.

Notification will contain a concise statement of the facts constituting the alleged violation(s), as well as set the date, time and place the hearing will be held. Notices will be served as follows:

1. Violations regarding for-hire vehicle registration - notice will be served to each owner of the vehicle.
 2. Violations regarding for-hire vehicle driver's license – notice will be served to the license-holder, with copies also going to each owner of the for-hire vehicle at the time the violation occurred.
- C. The hearing will be conducted by a hearing officer designated by the Commissioner. That hearing officer will be allowed to administer oaths, take testimony, subpoena witnesses and compel the production of books, papers, records and documents pertinent to the investigation.
 - D. The respondent has the right to be heard in his or her defense and to be represented by counsel or have counsel appear on his or her behalf. The alleged violator, or their attorney, will have the right to call witnesses and produce evidence on behalf of the alleged violator.
 - E. Upon hearing from all parties, the hearing officer will make a written determination regarding the alleged violation(s).
 - F. That determination may be appealed to the Commissioner who, after due deliberation, will issue a written order accepting, modifying or rejecting appealed determination.
 - G. Where appropriate, the Commissioner may refer the matter to the District Attorney or other appropriate law enforcement agency.
 - H. If a violation is found in the judgment of the hearing officer, that is not appealed, or not ruled in favor of the alleged violator by the Commissioner, the hearing officer is authorized to impose civil fines not to exceed \$1,500. The SCTLIC and its agents are then authorized to take whatever steps are necessary to recover any penalties imposed as a result of a finding of a violation.
 - I. Any fines and/or penalties imposed by the hearing officer will be calculated on a daily basis for each day a violation or condition is permitted to exist.
 - J. An action for the recovery of a penalty under this section may be settled or compromised by the hearing officer or the Department prior to the entry of judgment therefor.
 - K. Expenses and costs incurred by the County for the enforcement of violations may be also assessed against a respondent in addition to any other fines or penalties.
 - L. The failure to comply with an order of a hearing officer for violations, or the failure to timely pay for any civil penalty imposed, shall be grounds for additional actions including:
 1. Suspending the respondent's registration, license and/or permit until the civil penalty is paid and/or until respondent fully complies with such order.
 2. Commencing legal action to enforce the order or recover the civil penalty.

A. All Fines.....≤\$1,500.⁰⁰

A Civil Fine(s) will be issued if it has been determined that the holder of a SCTLC for-hire registration, any vehicle registered by the SCTLC, or a vehicle operator that has been issued a driver's identification card, has failed to comply with or has willfully or knowingly violated any of the laws, rules and regulations of the SCTLC. These fines will be levied in an amount not greater than fifteen hundred dollars (\$1,500) for each violation.

Fines will be imposed by the Commissioner (*and or their representative*) only after the SCTLC has complied with all the rules and regulations of the hearing requirements of the SCTLC.

Additionally, the Commissioner (*and or their appointed representative*) has the authority to suspend or revoke any for-hire vehicle registration or driver's identification card that was the cause for the civil fine(s) to be imposed.

B. Criminal Penal.....≤\$5,000.⁰⁰ and/or ≤1 year in jail

A criminal misdemeanor penalty will be imposed of not more than \$5,000 and or imprisonment for not more than (1) one year, or both, on any for-hire vehicle driver or owner who is convicted for operating a for-hire vehicle service in Suffolk County without obtaining the required license from the SCTLC, or another Commission inside or outside the borders of Suffolk.

This criminal misdemeanor penalty will also be imposed on a person convicted of continuing to engage for-hire vehicle services after having had a valid registration of suspended or revoked. Each such violation shall be deemed a separate offense.

C. Forms of Payment:

Accepted forms of payment for all the fees and fines listed in this section include:

1. Credit/Debit cards (no AmEx)
2. Money Orders
3. Personal Checks

Please Be Aware:

An additional \$20 fee will be imposed on all the fines listed in this section, if a paid with a personal check that is returned to the SCTLC for insufficient funds.

D. Denials / Revocations / Suspensions of Vehicle Registration and/or Driver's Identification Card

1. In determining whether to issue or renew a vehicle registration or driver's identification card, the SCTLC will consider whether the applicant has violated any of the laws of the federal government, New York State, Suffolk County or a local municipality.

2. ***Please be aware when filing for an (re)application, the making of false statements, and knowingly filing false instruments (documents that have been deliberately doctored or changed in any way to give false information) is punishable as a crime pursuant to the New York State Penal Law and may constitute grounds for denial of a SCTLC registration or driver's identification card, and even criminal prosecution.***

3. Review of the driving record of every for-hire vehicle driver registered by the SCTLC, will be conducted to determine the number and type of convictions accumulated on the driver's license issued to the driver, will begin once the driver is registered.
 - A. A mandatory 30 day suspension will be imposed for a thirty-day period of a pre-upon the accumulation of a **5 points** on their driver's license within a fifteen-month period.
 - B. A mandatory revocation of a for-hire vehicle registration will be imposed if the driver accumulates an additional **3 points** on their license within a fifteen-month period.
 - E. The following conditions could cause the denial of an application, the revocation or suspension of a registration, driver's identity card, and or fines.

If the driver, driver-owner applicant of a for-hire vehicle:

1. has been convicted of a felony involving the use of a motor vehicle.
2. has been convicted of a felony caused a fatality through the negligent operation of a pre-arranged for-hire vehicle, including but not limited to the crimes of vehicular manslaughter or criminally negligent homicide, or homicide.
3. has been convicted of felony for assault, sexual offenses, kidnapping, or burglary.
4. has tested positive for drugs or intoxicating liquors.
5. has an outstanding judgment or unpaid civil penalty owed for a violation of the New York State Vehicle & Traffic Law relating to traffic in any other jurisdiction which licenses for-

hire drivers and for-hire vehicles their application will be denied or their registration suspended until those judgments satisfied and/or such civil penalty is paid

6. have outstanding fines or fees payable to the SCTLC until those fines or fees are paid.
7. has any outstanding judgment for child support or is in arrears in child-support payments as determined by a court records or official government records, at the time an application is filed.
 - A. If an applicant does have child support judgment against them, but is current in payments on a judicially approved, or Child Support Enforcement Bureau sanctioned, payment schedule to pay off or reduce what they owe, then the applicant will not be deemed ineligible for a for-hire vehicle registration, renewal or driver's identity card.
 - B. At least 30 days prior to the expiration of a license, the SCTLC, or the DOLLCA will send a written notice to the applicant of their obligation to comply with their child-support obligations. In addition, the County Department of Social Services, through its Child Support Enforcement Bureau, also notifies all current noncustodial parents of their outstanding payment obligations.

F. Summary Suspension or Revocation of a For-Hire Registration

There are several instances that allow the SCTCL to impose a summary suspension or revocation of a for-hire registration even before conducting a hearing.

Those conditions include:

- When the hearing officer has reasonable grounds to believe that it is necessary, in order to insure the public health, safety or welfare.
- After the conviction of the for-hire vehicle driver of a serious criminal offense.
- When the summary suspension results from a non-payment of a fine or a failure to comply with an SCTLC order.

The summary order will be served to the respondent in person or by certified mail, return receipt requested, and regular mail at the last address on file with the SCTLC.

When a summary suspension is invoked, the SCTLC will commence proceedings before a hearing officer within 72 working hours and the hearing officer will promptly make a determination.

If the facts on which violations are based are also the subject of a pending criminal investigation or criminal proceedings, then the hearing officer may postpone the hearing until a reasonable period of time following the final disposition of the criminal investigation or criminal proceedings. The suspension of the respondent will continue pending the hearing, if deemed appropriate by the hearing officer.

If the criminal investigation is concluded without the filing of criminal charges or if the criminal charges are dismissed against the respondent, then the suspension will be terminated.

G. Violations

SCTLC R&R

571-16. A

REGULATION	Points	Fine/Penalty
It shall be unlawful to operate a for-hire Vehicle without a for-hire-drivers permit		\$ 125.00
For-hire-vehicle driver not to operate for hire vehicle without Class E drivers license or equivalent	2pts	\$125 and or suspension for same time period as DMV
For-Hire Vehicle operator not to operate for hire vehicle without valid SCTLC permit	3pts	\$ 125.00
Vehicle Permit decal shall be properly affixed to windshield as described in Sec. 3.3(b)	2pts	\$ 50.00
For hire Vehicle driver not to operate for-hire-vehicle without valid NYS vehicle registration		\$50
For-Hire-Vehicle not to operate without the following:	2pts.	
1. Valid for-Hire Drivers permit card		\$ 50.00
2. Valid NYS registration		\$ 50.00
3. Valid For-Hire-Vehicle Permit		\$ 50.00
4. Valid Insurance card		\$ 50.00
For-Hire-vehicle driver to operate in compliance with ALL laws, rules and regulations	Various Pts for Moving Violations	up to \$ 150.00 and/or 30 day suspension
1. Affiliated driver to notify SCTLC of loss or theft of driver permit		\$ 25.00
2. Affiliated driver to surrender permit upon restriction, etc. of Class E drivers license or equivalent		\$ 100.00
3. Affiliated driver not to alter or deface SCTLC permit		\$ 100.00 and/or possible revocation

4. Affiliated driver to immediately inform SCTLC of any criminal convictions		\$ 100.00
5. Affiliated driver not to allow another to use his/her SCTLC permit		\$ 500.00 and/or possible revocation
6. Affiliated driver to notify SCTLC of change of address		\$ 25.00
7. Affiliated driver to submit permit to SCTLC upon filing for Workers Compensation Benefits		\$ 75.00
Affiliated driver to exhibit licenses, etc. at accident scene	4pts	\$ 150.00 and/or up to 30 day suspension
Driver to insure that vehicle is equipped with seatbelt sign		\$25.00