



Charter/Sightseeing Vehicle Fact Sheet

- ▶ The City of Chicago’s Department of Business Affairs and Consumer Protection (BACP) is charged with licensing and regulating licenses issued pursuant to Chapter 9-114 of the Municipal Code of Chicago (MCC), titled “Public Passenger Vehicles Other Than Taxicabs”, which establishes a licensing and regulatory framework for Charter/Sightseeing Public Passenger Vehicles.
- ▶ City of Chicago laws do not pre-empt or replace any state or federal regulations governing public passenger vehicles. Public passenger vehicles must be in compliance with applicable state and federal laws.
- ▶ The City of Chicago Charter/Sightseeing Vehicle annual license fee is \$500 for the term of July 1 to June 30.
- ▶ In lieu of an annual license, a vehicle owner may secure a temporary daily permit to perform a permitted trip in the City of Chicago. The daily fee for a temporary permit is \$50 per vehicle per day.
- ▶ The Municipal Code of Chicago is available at www.amlegal.com.
- ▶ Charter/Sightseeing Vehicle License information, documents, and updates are posted at www.cityofchicago.org/bacp.
- ▶ Data on issued charter/sightseeing vehicle licenses is available on the City of Chicago Data Portal: <https://data.cityofchicago.org>.
- ▶ Questions or comments may be directed to BACPPV@cityofchicago.org.

❖ What is a Charter/Sightseeing Vehicle?

- A charter/sightseeing vehicle is a vehicle with a capacity of ten or more persons, including the driver, used to transport passengers for compensation principally on a charter trip, sightseeing tour, or both.
- Only pre-arranged transportation is permitted. Street-hails are not permitted.
- As defined in Chapter 9-114 of the MCC:
 - “Charter trip” means a group trip in a charter/sightseeing vehicle arranged in advance at a fixed rate per vehicle.
 - “Sightseeing tour” means a tour in a public passenger vehicle which is available to the general public, including prearranged groups, in accordance with a published schedule or itinerary at a charge per passenger or per vehicle and which includes a lecture or material regarding the subject matter of the sightseeing tour.

❖ When is a City of Chicago Charter/Sightseeing Vehicle License required?

- A charter/sightseeing transportation trip which includes at least one stop in the City of Chicago requires a City of Chicago Charter/Sightseeing Vehicle annual license or daily permit.
- The following trips are exempt from securing a City of Chicago license or temporary permit:
 - Interstate carriers registered and regulated under federal jurisdiction (US DOT).
 - A carrier licensed in another jurisdiction with a pre-arranged trip to pick up passengers in the City of Chicago and transporting the same passengers without any stops to the suburbs.
 - A carrier licensed in another jurisdiction with a pre-arranged trip to drop off passengers in the City of Chicago without any stops in the City of Chicago except the final destination.
 - A carrier licensed in another jurisdiction driving thru the City of Chicago without any stops.
- **Regardless of licensing jurisdiction (federal, state, or city), MCC Sections 9-114-315 & 9-114-320 apply.**
- In addition, City of Chicago Ground Transportation Tax (GTT) may apply and be assessed regardless of licensing jurisdiction. Contact the City of Chicago Department of Finance at revenue@cityofchicago.org or 312-747-IRIS for information on GTT and other applicable taxes.

❖ What are the qualifications for a City of Chicago Charter/Sightseeing Vehicle License?

- Applications for charter/sightseeing vehicle licenses are available at www.cityofchicago.org/bacp.
- Minimum qualifications for a charter/sightseeing vehicle license applicant:
 - Must have their Principal Place of Business be in the City of Chicago.
 - Must pass a background check performed by a BACP-approved vendor.
- Insurance requirements for licensees:
 - Vehicle capacity of more than 10 = \$1,000,000.00 combined single-limit coverage per occurrence.
 - Vehicle capacity of up to 10 = \$350,000 combined single-limit coverage per occurrence.
- Vehicle requirements:
 - Vehicle cannot be used to transport passengers except on sightseeing tours or charter trips.
 - Vehicle must have a current IDOT inspection certificate.
 - Vehicle must have a manufacturer's rated capacity of 10 or more persons, including the driver (if less, then a livery license is required).
- **Fines for unlicensed or underinsured operation range from \$1,000 per count up to \$10,000 per count.**

❖ What are the minimum requirements for City of Chicago charter/sightseeing licensees?

- Effective June 1, 2017, licensed vehicles must have the City of Chicago Public Vehicle Number (COCPV) painted or affixed on both sides of the vehicle (e.g. **COCPV 123**).
- Effective June 1, 2017, licensees shall include its City account number (IRIS number) on all advertising materials, print or electronic, and on each contract.

❖ What are the minimum requirements for a City of Chicago licensed charter/sightseeing trip OR any trip involving a vehicle with passenger capacity of 15+ regardless of licensing jurisdiction?

- The driver shall keep a trip itinerary listing point of origin, point of destination, and each stop in between.
- **UNLAWFUL ACTS ARE PROHIBITED!** MCC Section 9-114-315 requires an owner, driver or security guard of a charter/sightseeing vehicle to prohibit or report to police any passenger engaged in the following unlawful acts: (1) who is under the age of 21 to possess or consume alcoholic liquor; (2) to engage in disorderly conduct; (3) to possess any drug paraphernalia; (4) to unlawfully possess a firearm; (5) to discharge a firearm; (6) to hurl projectiles from the vehicle; (7) to commit indecent exposure; (8) to litter; or (9) to unlawfully possess or use cannabis or any controlled substance.

❖ What are the required safety measures for any trip involving a vehicle with passenger capacity of 15+ regardless of licensing jurisdiction that includes alcohol consumption during the trip?

- This section applies to trips where alcohol will be consumed on the vehicle or at an interim stop on the trip (i.e. a stop other than the point of origin or final destination).
- At the start of the trip or before entering the City of Chicago, passengers must be informed of the prohibited unlawful acts listed in MCC Section 9-114-315 via an information sheet, spoken presentation, or a video.
- The vehicle shall include both a licensed security guard (effective May 1, 2017) and installed security camera equipment (effective June 1, 2017).
- The driver or security guard must take affirmative steps to determine that no passenger is engaging in any of the prohibited acts listed in MCC Section 9-114-315.
- The trip may not stop at any public park when the park is closed.