

- ▶ The City of Chicago’s Department of Business Affairs and Consumer Protection (BACP) is charged with licensing and regulating the charter and sightseeing bus industry pursuant to Chapter 9-114 of the Municipal Code of Chicago (MCC), titled “Public Passenger Vehicles Other Than Taxicabs”.
- ▶ The City of Chicago Charter/Sightseeing annual license fee is \$500 per vehicle 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.
- ▶ City of Chicago laws do not pre-empt or replace any state or federal regulations governing public passenger vehicles. Public passenger vehicles must follow applicable state and federal laws.
- ▶ The Municipal Code of Chicago is available at amlegal.com.
- ▶ Charter/Sightseeing Vehicle license information, documents, and updates are posted at chicago.gov/bacp.
- ▶ Data on issued charter/sightseeing vehicle licenses is available on the City of Chicago Data Portal: data.cityofchicago.org.
- ▶ This fact sheet contains a simplified summary of Chapter 9-114 as it relates to charter/sightseeing licenses.
- ▶ 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.

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

- A charter/sightseeing transportation trip within 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) – must be in ACTIVE status with authority to transport passengers.
 - 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 – trip into the City must be without passengers as the trip’s only purpose is to pick-up passengers.
 - 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 – trip departing the City must be without passengers as the trip’s only purpose is to drop-off passengers.
 - 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.
- A vehicle without a City of Chicago public passenger vehicle license must display proof of GTT Registration Emblems on vehicle dashboard.

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

- Applications for charter/sightseeing vehicle licenses are available at chicago.gov/bacp.
- Minimum qualifications for a charter/sightseeing vehicle license applicant:
 - ✓ Must have a place of business within the City of Chicago.
 - ✓ Must pass a background check performed by a BACP-approved vendor.

- Insurance requirements for licensees:
 - ✓ Vehicle capacity $\geq 10 = \$1,000,000$ combined single-limit coverage per occurrence.
 - ✓ Worker's compensation coverage must be provided as required by state law.
- Vehicle requirements:
 - ✓ 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 to \$10,000 per count.**

❖ What are requirements for the drivers of charter/sightseeing vehicles?

- ✓ The driver must have an active City of Chicago Restricted Public Chauffeur License or CDL with passenger endorsement. Illinois law requires a driver operating any vehicle designed to transport 16 or more persons, including the driver, to obtain and maintain a CDL with passenger endorsement.
- ✓ The driver shall keep a trip itinerary listing point of origin, point of destination, and each stop in between and produce the itinerary upon request of authorized personnel.

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

- ✓ 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**).
- ✓ Licensees shall include its City account number (IRIS number) on all advertising materials, print or electronic, and on each contract.
- ✓ Paid advertising permits must be secured to display advertising on charter/sightseeing vehicles.
- ✓ **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) engages in disorderly conduct; (3) possesses any drug paraphernalia; (4) unlawfully possesses a firearm; (5) discharges a firearm; (6) hurls projectiles from the vehicle; (7) commits indecent exposure; (8) litters; or (9) unlawfully possesses or uses cannabis or controlled substances.

❖ What are the safety measures for any trip involving a vehicle transporting 15+ passengers regardless of licensing jurisdiction?

- 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 must contain installed operational security camera equipment.
- The trip may not stop at any public park when the park is closed.
- **Effective August 1, 2021**, in addition to the above, trips must have a written safety plan of operation to safeguard passengers, the driver and the public – the plan must be presented to authorized personnel upon request; PLUS
 - ✓ Specifically for trips which prohibit drinking alcoholic beverages on the bus AND have a scheduled itinerary of stops: personnel trained in security protocols to ensure safety of passengers, the driver, and the public (who may be the driver) must be present on the bus during the trip.
- OR
- ✓ Specifically for trips with drinking of alcoholic beverages on the bus (including BYOB) OR without a scheduled itinerary of stops: a licensed security guard must be on the bus during the trip, in addition to the driver.