

# BACP PUBLIC VEHICLE INDUSTRY NOTICE

February 27, 2024

Notice No. 24-008

## Timely Renew EVEN-Numbered Taxi Medallion Licenses

EVEN-Numbered Taxi Medallion Licenses must be renewed by **February 29, 2024**, or they expire on **March 1, 2024**. Plan accordingly to ensure timely renewal of taxi license.

Visit [Chicago.Gov/PublicVehicles](https://chicago.gov/publicvehicles) for the following documents posted on the “[Chicago Taxicab Medallion License Information](#)” webpage:

- [2024 Taxi License Renewal Instructions and Checklist](#)
- [Dates and times of taxicab medallion license renewal appointments](#)
- [Dates and times of taxicab vehicle inspections](#)
- [Tool Kit for Taxi Medallion License Holders](#)

### **ALERT: NEW LICENSE DECALS FOR 2024 EVEN-NUMBERED TAXI LICENSES!**



- Starting with the 2024 Taxi License Renewal, BACP rolled out a new taxi license symbol based on requests from taxi license holders. BACP is issuing adhesive taxi license decals to be affixed and displayed on the passenger side dashboard of the taxi vehicle.
- Taxi license holders had asked BACP to stop requiring metal plates to be drilled into and bolted to taxi vehicle hoods.
- The new decal for City of Chicago licensed taxis eliminates drilling holes into taxi vehicles.
- Using taxi license decals instead of metal plates is a positive sustainability initiative.
- The new decal is visible to the public and enforcement to identify licensed City of Chicago taxis.

Note: the ODD-numbered taxi licenses which renewed in 2023 will continue to display the 2023 issued taxi metal medallion plate on the vehicle hood. In 2025, a 2025 taxi license decal will be introduced.

### **STEPS TO TIMELY RENEW YOUR TAXI LICENSE**

#### **STEP 1: RESOLVE DEBT AND LICENSE HOLDS**

- Ground Tax Payment Plans: E-mail [revenuendatabase@cityofchicago.org](mailto:revenuendatabase@cityofchicago.org) (in the subject line write “Payment Plan for (period) for Account #/(Medallion#)”)
- Other Payment Plans: 312-747-4747
- **Save time by paying ground tax and WAV fees online at [chicagobusinessdirect.org](https://chicagobusinessdirect.org)**
- For first time Chicago Business Direct users, register and establish a personal user profile, which consists of a User Id and Password. The blue “register today” is a link that will route you to the page and through the process. You must only register once. Save your login information.
- Once logged in, view all the Business Accounts to which you are linked in your “MY BUSINESS ACCOUNTS” page. If you are not linked to your Business Account, please send an email to: [ChicagoBusinessDirect@cityofchicago.org](mailto:ChicagoBusinessDirect@cityofchicago.org).
- PAY WAV FUND FEES ONLINE: Click on tile labeled “Make a Tax Payment”
  - Select the Tax Form Code 7595
  - Select the WAV Fund Fees you wish to pay by entering a payment amount
  - Click “Continue” button at bottom of page when done

#### **STEP 2: OBTAIN [ILSOS.gov](https://ilsos.gov) LLC FILE DETAIL REPORT or CERTIFICATE OF GOOD STANDING**

#### **STEP 3: VERIFY LICENSE OWNERSHIP INFORMATION ON FILE WITH BACP**

#### **STEP 4: CONFIRM CURRENT CERTIFICATE OF INSURANCE FILED WITH BACP**

#### **STEP 5: ARRIVE AT TAXI LICENSE RENEWAL APPOINTMENT WITH REQUIRED DOCUMENTS**

#### **STEP 6: PAY THE LICENSE RENEWAL FEE: \$500.00 for a two-year license term.**

Email questions to [BACPPV@cityofchicago.org](mailto:BACPPV@cityofchicago.org). Include licensee name, license number, and/or IRIS number in all emails and communications with BACP and other City of Chicago departments.