



**BACP**  
BUSINESS AFFAIRS  
CONSUMER PROTECTION



Taxicabs, Transportation Network  
Providers, Liveries, Charter/  
Sightseeing Vehicles, Horse-Drawn  
Carriages, Pedicabs, Commercial  
Passenger Vessels, Jitney Car Services,  
Ambulances and Medical Carriers

# CHICAGO'S GUIDE TO LICENSING PUBLIC PASSENGER VEHICLES

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Our goal is to ensure that visitors and Chicagoans have a **safe and enjoyable experience** when traveling in a public passenger vehicle. The **City of Chicago's Department of Business Affairs and Consumer Protection** issues licenses and enforces regulations and guidelines that govern all public passenger vehicles.

### **License Requirement**

A license is required for each public passenger vehicle operating in the City of Chicago. Vehicles must meet minimum requirements to ensure that passengers are safe and have an enjoyable experience. This brochure will provide you with more information about what is required to operate a few different types of public passenger vehicles in the City of Chicago.

### **Driving a Public Passenger Vehicle**

Individuals that drive specific public passenger vehicles such as a taxicab, limousine, pedicab, or a horse-drawn carriage require a Public Chauffeur's License issued by the Department of Business Affairs and Consumer Protection. Applications for this license can be found online at [www.cityofchicago.org/bacp](http://www.cityofchicago.org/bacp).

### **State and Federal Compliance**

Please note additional licenses may be required by state and/or federal regulatory agencies.

### **Data Portal**

City of Chicago licenses are published at <https://data.cityofchicago.org>

# Types of Public Vehicles

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“Taxicab” means a vehicle licensed for hire at fare rates set by the City, which are recorded by a taximeter. A taxi may be hailed by customers on the street or prearranged. Taxis are driven by licensed public chauffeurs.

## Taxicab License Fees & Taxes

- Taxicab Medallion License: \$1,000; 2-year term
- Ground Transportation Tax: \$98/month
- Taxi Accessible Fund Fee: \$22/month
- Taxi Chauffeur License: \$5; 2-year term

## Vehicle Specifications

- Must meet federal motor vehicle safety standards and have 4 doors (2 on each side).
- Age of vehicle ranges from seven to ten years depending on its fuel efficiency and wheelchair accessibility.
- Vehicles cannot have more than 125,000 miles at time of licensing.
- Vehicle titles showing “salvage,” “rebuilt,” “junk,” “total loss,” or equivalent classifications are not eligible to operate as a taxicab.

## License Plate Requirement

The Illinois Secretary of State issues license plates that are numbered 1 to 6999 and contain the suffix “TX”. The number on the license plate should match the taxicab number on the top light and on the exterior of the cab.

## Insurance Requirements

Liability insurance is required and shall provide at least \$350,000 combined single limit coverage per occurrence per taxicab. Worker’s compensation insurance must be in compliance with state laws. Every insurance policy or contract for insurance must name the City of Chicago as an additional insured.

## Licensing Information

- Refer to Municipal Code of Chicago Chapter 9-112 for taxicab licensing and regulatory framework.
- Refer to Municipal Code of Chicago Chapter 9-104 for taxi chauffeur licensing and regulatory framework.
- Information and documents available at [www.CityofChicago.org/BACP](http://www.CityofChicago.org/BACP)



Liveries are licensed public passenger vehicles that charge a rate of fare which is not based on a meter. Livery rides and fares must be prearranged. Livery rides may not be street hailed or secured in cab stands.

### **Livery License Fees & Taxes**

- Livery License: \$500; 1-year term
- Ground Transportation Tax: \$3.50/day per taxable day
- Livery Chauffeur License: \$5; 2-year term

### **Vehicle Specifications**

- Vehicles with a capacity of no more than nine persons, including the driver, may be licensed as a livery. Vehicles with a capacity of more than nine will require a charter/sightseeing license.
- Livery vehicles must meet applicable Federal Motor Vehicle Safety Standards for vehicles of its size, type, and proposed use.
- The outside body of livery vehicles shall be black, navy blue, or white, unless otherwise authorized by the commissioner.

### **License Plate Requirement**

The Illinois Secretary of State issues license plates that are numbered 7000 to 9999 and contain the suffix "LY".

### **Insurance Requirements**

For each vehicle with a capacity of up to and including 9 seats, \$350,000 combined single limit coverage per occurrence. Worker's compensation insurance must be in compliance with State laws. Every insurance policy or contract for insurance must name the City of Chicago as an additional insured.

### **Licensing Information**

- Refer to Municipal Code of Chicago Chapter 9-114 for livery licensing and regulatory framework.
- Refer to Municipal Code of Chicago Chapter 9-104 for livery chauffeur licensing and regulatory framework.
- Information and documents available at [www.CityofChicago.org/BACP](http://www.CityofChicago.org/BACP)

# Types of Public Vehicles Continued

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## TRANSPORTATION NETWORK PROVIDERS

“Transportation network provider” offers or provides a transportation network service which is a prearranged transportation service for compensation using an Internet-enabled application or digital platform to connect potential passengers with transportation network drivers.

### Transportation Network Providers License Fees & Taxes

- TNP License & Administrative Fee: \$10,000/year for each company plus \$0.02/trip
- Ground Transportation Tax (GTT): \$0.60/trip
- GTT for O’Hare, Midway, McCormick Place, and Navy Pier Pick-Ups or Drop-Offs: \$5.60/trip
- TNP Accessible Fund Fee: \$0.10/trip

### Vehicle Specifications

TNP company performs City of Chicago approved annual inspection on each vehicle.

### Operational Requirements for TNP Vehicles

- TNP Drivers must undergo and pass a criminal and driving history background check.
- TNP drivers must possess a valid transportation network chauffeur license, restricted chauffeur license, taxi chauffeur license, or as authorized by rule.
- TNP Drivers must be a minimum of 21 years old.
- TNP Drivers must have a valid permanent driver’s license issued by a state, district, or territory of the United States.
- TNP Drivers must have a TNP issued photo identification card in his or her possession.
- TNP Drivers must carry proof of insurance coverage at all times.
- TNP Drivers may only secure passengers through the TNP digital platform.
- TNP Drivers may not accept passengers by street hail and may not solicit passengers.
- TNP Drivers must display in or on the TNP vehicle (1) distinctive TNP company signage or trade dress, (2) required City of Chicago issued emblem, and (3) if applicable, distinctive signage to pick up at the airports, McCormick Place, and Navy Pier.

### Insurance Requirements

A TNP shall provide at least the following minimum insurance coverage: (1) commercial general liability insurance with limits of not less than \$1,000,000.00 per occurrence, for bodily injury, personal injury, and property damage; (2) (i) commercial automobile liability insurance with a combined single limit for bodily injury and property damage of \$1,000,000.00 per occurrence, covering liability resulting from any occurrence arising out of or caused by the operation of a transportation network vehicle (including owned, hired, and non-owned vehicles) while the applicant’s transportation network driver has accepted a ride until the completion of the ride. Every insurance policy or contract for insurance must name the City of Chicago as an additional insured.

### Licensing Information

- Refer to Municipal Code of Chicago Chapter 9-115 for TNP and TNP chauffeur licensing and regulatory framework.
- Information and documents available at [www.CityofChicago.org/BACP](http://www.CityofChicago.org/BACP)



A “commercial passenger vessel” is any boat that carries passengers for hire, including charters, cruises, dinner excursions, ferries, harbor tenders, water taxis, and tour boats.

**ANNUAL FEE (based on boat capacity): \$75 - \$350**

### **Operational Requirements for Commercial Passenger Vessels**

- Documentation indicating that each vessel is in compliance with applicable federal (U.S. Coast Guard) or state (Illinois Department of Natural Resources) agency requirements.
- Documentation indicating that each vessel will be operated by a captain licensed by the U.S. Coast Guard with applicable credentials.
- Documentation that license holder has Illinois Secretary of State Certificate of Good Standing, Corporate Articles, and Minutes.
- Documentation indicating that proper insurance has been obtained in accordance with applicable federal requirements.
- Documentation indicating compliance with applicable waste disposal requirements. Provide temporary or permanent dock location within the City of Chicago, state whether it is on City-owned property, and provide documentary proof of a lease, license, or other agreement by the owner of the property giving consent to such docking.
- Provide all established routes of service, including all embarkation and destination locations, days and hours of service, and frequency of service.
- Provide the refund and cancellation policy or procedure.
- For scheduled services, provide the rates of fare and any discounts offered.

### **Licensing Information**

- Refer to Municipal Code of Chicago Chapter 4-250 for commercial passenger vessel licensing and regulatory framework.
- Information and documents available at [www.CityofChicago.org/BACP](http://www.CityofChicago.org/BACP)

# Types of Public Vehicles Continued

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## HORSE-DRAWN CARRIAGE

A horse-drawn carriage license is required for carriages, or any device where a person is or may be transported or drawn upon the public way, designed to be or capable of being driven by a horse. Carriages can only be driven by licensed horse drawn carriage chauffeurs.

### Horse-Drawn Carriage (HDC) License Fees & Taxes

- HDC License Fee: \$500; 1-year term
- Ground Transportation Tax: \$3.50/day per taxable day
- HDC Chauffeur License: \$5; 2-year term

### Carriage Specifications

- No carriage may be licensed unless it is equipped with wheels.
- No carriage may be licensed if it is designed to be drawn by more than one horse, nor may a carriage be operated for compensation while drawn by more than one horse.
- All horse-drawn carriages must be equipped with rear-view mirrors, electrified lights visible from the front and side; and electrified directional signal and tail lights as prescribed by the commissioner.
- City of Chicago inspects carriages annually.

### License Plate Requirement

BACP issues metal horse drawn carriage license plates.

### Insurance Requirements

A certificate of insurance is required showing that each HDC is insured with the following minimum requirements: \$50,000 for property damages; \$100,000 for injuries to or death of any one person; and \$300,000 for injuries to or death of more than one person in any one accident. Every insurance policy or contract for insurance must name the City of Chicago as an additional insured. Worker's compensation insurance must be in compliance with State laws.



A pedicab is a pedal-powered public passenger device used to provide transportation for hire upon which a person may ride, propelled by human power, and is built to allow for the carrying of one or more passengers. Pedicabs are driven by licensed pedicab chauffeurs.

### **Pedicab License Fees & Taxes**

- Pedicab License Fee: \$250; 1-year term
- Ground Transportation Tax: \$1.00/day per taxable day
- Pedicab Chauffeur License: \$5; 2-year term

### **Vehicle Specifications**

- A separate license is required for each pedicab vehicle.
- Pedicabs must have headlights, taillights, brake lights, rim reflectors, and seatbelts.
- Pedicab license plate and pedicab license decal must be affixed and displayed at all times on the pedicab vehicle.

### **Operational Requirements for Pedicab Vehicles**

- Pedicab chauffeur must wear and display pedicab chauffeur license at all times.
- Pedicabs may not operate on sidewalks.
- Pedicabs may not operate in the Loop during weekday rush hours (between 7 a.m. and 9 a.m. and between 4 p.m. and 6 p.m.).
- Pedicabs may not operate on Michigan Avenue and State Street from Congress Parkway to Oak Street.
- Drinking alcoholic liquor while operating or being transported by a pedicab is prohibited.
- Fare schedules must be visibly posted on pedicabs.
- Proof of mandated insurance coverage must be kept in the pedicab.
- Pedicab passengers must remain seated.

### **Insurance Requirements**

Minimum coverage for each pedicab: \$300,000 per occurrence for bodily injury, personal injury and property damage. In addition, worker's compensation coverage must be provided as required by state law. Every insurance policy or contract for insurance must name the City of Chicago as an additional insured.

### **Licensing Information**

- Refer to Municipal Code of Chicago Chapter 9-110 for HDC and HDC chauffeur licensing and regulatory framework.
- Information and documents available at [www.CityofChicago.org/BACP](http://www.CityofChicago.org/BACP)

# Types of Public Vehicles Continued

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## CHARTER & SIGHTSEEING VEHICLES

The charter/sightseeing vehicle license is required for sightseeing vehicles used for lectured tours offered to the general public for a charge. The license is also required for charter vehicles that offer group trips arranged in advance at a fixed rate.

### Charter/Sightseeing Vehicle License Fees & Taxes

- Charter/Sightseeing Vehicle License: \$500; 1-year term
- Ground Transportation Tax:
  - Vehicle capacity 11-24: \$6.00 per taxable day
  - Vehicle capacity 25 or more: \$9.00 per taxable day

### Vehicle Specifications

Vehicles with a capacity of ten or more, including the driver, may be licensed as a charter/sightseeing vehicle. The vehicle must meet Federal Motor Vehicle Safety Standards for vehicles of its size, type, and proposed use; and pass IDOT safety inspections. For stretched vehicles, the modification must be in compliance with a manufacturer warranty program.

### License Plate Requirement

Charter and sightseeing vehicles require a commercial license plate issued by the Illinois Secretary of State.

### Operational Requirements for Charter and Sightseeing Vehicles

- Soliciting passengers for sightseeing tours or charter trips on the public way is not allowed, except at specific areas designated by the City of Chicago.
- Parking or staging the vehicle is not permitted unless in a designated area marked by the City of Chicago.
- Buses with upper levels may not allow passengers to stand, or be under the age of 10 unless accompanied by an adult.
- Trips involving a vehicle with passenger capacity of 15+ regardless of licensing jurisdiction that includes the opportunity for passengers to consume alcoholic liquor during the trip shall have both a licensed security guard and installed security camera equipment.

### Insurance Requirements

Minimum insurance coverage for vehicles with a capacity of more than 10 = \$1,000,000 combined single limit coverage per occurrence. For vehicles with a capacity of up to 10 = \$350,000 combined single limit coverage per occurrence. Worker's compensation insurance must be in compliance with State laws. Every insurance policy or contract for insurance must name the City of Chicago as an additional insured.

### Licensing Information

- Refer to Municipal Code of Chicago Chapter 9-114 for charter/sightseeing licensing and regulatory framework.
- Information and documents available at [www.CityofChicago.org/BACP](http://www.CityofChicago.org/BACP)



A medical carrier license is required for vehicles designed and equipped for non-emergency transportation and used for the purposes of receiving medical attention. For example, a vehicle used to transport an individual from a residence to a rehabilitation center would require a medical carrier license.

A medical carrier vehicle may also be used to transport ill, injured or disabled individuals for purposes other than medical care or treatment. For example, transporting elderly residents from their home to a senior center for social activities would require a medical carrier license.

### **Medical Carrier Vehicle License Fees & Taxes**

- Medical Carrier Vehicle License: \$500; 1-year term
- Ground Transportation Tax: \$3.50 per taxable day (vehicle capacity 10 or less)

### **Vehicle Specifications**

Vehicles of any size licensed by the State of Illinois as medical carriers pursuant to the Illinois Vehicle Code.

### **License Plate Requirement**

The Illinois Secretary of State issues license plates with "MC" or "PT" letters.

### **Insurance Requirements**

For each vehicle with a capacity of up to and including 9 seats, \$350,000 combined single limit coverage per occurrence. Worker's compensation insurance must be in compliance with State laws. Every insurance policy or contract for insurance must name the City of Chicago as an additional insured.

### **Licensing Information**

- Refer to Municipal Code of Chicago Chapter 9-114 for medical carrier licensing and regulatory framework.
- Information and documents available at [www.CityofChicago.org/BACP](http://www.CityofChicago.org/BACP)

# Types of Public Vehicles Continued

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An ambulance license is required for any specially designed and equipped motor vehicle operated for the purpose of transporting and offering life support services to patients. A separate license is required for each private ambulance operated or maintained within the City of Chicago. Two state-licensed EMTs must be onboard.

## Ambulance Vehicle License Fees & Taxes

- Ambulance Vehicle License: \$600; 1-year term
- Ground Transportation Tax: \$3.50 per taxable day (vehicle capacity 10 or less)

## Vehicle Specifications

- An ambulance licensee may not operate an ambulance vehicle beyond eight years as an emergency use ambulance, and ten years as a non-emergency use ambulance.
- A vehicle may not be placed into operation for the first time if it has an odometer reading of 75,000 miles or greater, or the vehicle is three years or older.
- An ambulance must have painted or permanently affixed the word "Ambulance" per the size and specification in the Rules and Regulations.
- An ambulance's sirens must comply with all federal, state, and city laws.

## License Plate Requirement

The Illinois Secretary of State issued license plates specific for Ambulances.

## Operational Requirements for Ambulances

- Ambulance licensees shall keep licensed ambulance vehicles in a safe and clean condition at all times, including smoke-free.
- Ambulances may only transport one patient at a time.
- Ambulance licensees may operate ambulance vehicles in the following instances:
  - a. in response to a call from an individual in either an emergency or non-emergency situation;
  - b. in instances where a public ambulance has responded to a call, but no true emergency exists;
  - c. when a patient refuses the services of a public ambulance;
  - d. for inter-hospital transportation; or
  - e. for stand-by services at special events.

## Licensing Information

- Refer to Municipal Code of Chicago Chapter 4-68 for ambulance vehicle licensing and regulatory framework.
- Information and documents available at [www.CityofChicago.org/BACP](http://www.CityofChicago.org/BACP)



Jitneys are public vehicles that may operate unscheduled service along prescribed routes or within specified local neighborhoods throughout the City, but may not pick up passengers in the central business district, as described by rule and regulation, nor shall they pick up passengers at O'Hare International Airport, Midway International Airport, Navy Pier, McCormick Place, or any other area frequented by taxicabs licensed under MCC 9-112.

### **Jitney Vehicle License Fees & Taxes**

- Jitney Vehicle License: \$250; 1-year term
- Ground Transportation Tax: \$3.50/day per taxable day

### **Vehicle Specifications**

- Vehicles having a manufacturer's rated seating capacity of nine or more persons, including the driver, may not be licensed as jitneys.
- No vehicle shall be licensed as a jitney vehicle unless it has two doors and meets applicable Federal Motor Vehicle Safety Standards for vehicles of its size, type and proposed use.

### **Operational requirements for Jitney Vehicles**

- Jitneys may provide service only at a flat rate prominently published within the vehicle. The commissioner shall prescribe by rule the maximum rates allowable for jitney service.
- Jitneys may not refuse service to the residents within the neighborhoods in which they operate.
- Jitney vehicles must prominently display a "jitney" sign in the front windshield at all times.

### **Insurance Requirements**

Minimum Insurance coverage with \$100,000 combined single limit coverage per occurrence. Worker's compensation insurance must be in compliance with State laws. Every insurance policy or contract for insurance must name the City of Chicago as an additional insured.

### **Licensing Information**

- Refer to Municipal Code of Chicago Chapter 9-114 for jitney vehicle licensing and regulatory framework.
- Information and documents available at [www.CityofChicago.org/BACP](http://www.CityofChicago.org/BACP)

# Get in Touch With Us

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