



City of Chicago

Business Affairs and Consumer Protection

Public Vehicle Operations Facility

Public Chauffeur Licensing Section

Public Vehicle/Medallion Licensing Section

City of Chicago Cashiering Station

2350 W. Ogden Ave., First Floor, Chicago, IL

Monday to Friday: 8:30 a.m. to 4:30 p.m.*

*Due to high volume and necessary processing time and to ensure that everyone is serviced before the facility closes at 4:30 p.m., please be aware of the following:

- ▶ Applicants for a NEW chauffeur license must check-in at the reception desk before 11:30 a.m.
- ▶ Chauffeur licensee Walk-Ins (without scheduled appointments) must check-in at the reception desk before 2:00 P.M.
- ▶ Public Vehicle / Medallion licensee Walk-Ins (without scheduled appointments) must check-in at the reception desk before 3:00 P.M.
- ▶ Licensees with scheduled appointments may check-in any time before the appointment time.
- ▶ For public safety and security, if building capacity has reached the maximum allowable, the front door may be locked to prevent more people from entering the building.

- For questions or to join the BACP mailing list to receive industry notices and other department news, send an email to BACPPV@cityofchicago.org.
- Rules and Regulations governing City of Chicago licensed public vehicles and public chauffeurs are available at: www.cityofchicago.org/bacp.
- The Municipal Code of Chicago is available at www.amlegal.com.

312-746-4200 • 312-746-4300

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