



City of Chicago

Business Affairs and Consumer Protection

PUBLIC VEHICLE INDUSTRY NOTICE

Visit chicago.gov/reopening for Chicago's industry specific guidelines for business reopening, including "Be Safe. Taxi and Ride Hail".

July 2, 2021

Notice No. 21-022

ACTION STEPS BEFORE RENEWING PUBLIC VEHICLE & PUBLIC CHAUFFEUR LICENSES



Public Vehicle and Public Chauffeur Licenses with an original expiration date of March 15, 2020 to June 15, 2021 expire on July 15, 2021!

- 1.) Review the license renewal information and checklist at the BACP Web site (chicago.gov/bacp):
 - Renewal applications are available for download.
 - View dates and times of scheduled taxicab, livery, and ambulance vehicle inspections.
- 2.) Resolve outstanding debt (ground tax, WAV fees) by contacting the Dept. of Finance at revenue@cityofchicago.org or 312-747-4747. The Department of Finance web site is cityofchicago.org/finance and can be used to identify outstanding tickets, fees, and taxes.
- 3.) Visit cyberdriveillinois.com
 - For business licenses: Verify company is in good standing with the Illinois Secretary of State's Web by performing a Corporation/LLC Search
 - For chauffeur licenses: Obtain your MVR Court Purposes and Supervision abstracts for a small fee.
- 4.) Check the [license status and information](#) of your license at the City of Chicago open data portal at data.cityofchicago.org. Contact our office at BACPPV@cityofchicago.org if listed status or information is incorrect.
- 5.) Email BACPPV@cityofchicago.org to request forms or ask questions. You may also submit completed renewal applications with required supporting documentation.

IMPORTANT REMINDERS!

- Operating a business or public vehicle with an expired license is in violation of City law and may result in suspensions, fines, or other applicable penalties.
- Failure to complete the action steps listed above may result in delayed processing and require a second (or multiple) visit to our facility.

***The Public Vehicle Licensing Facility is open to the public.** A mask or face covering is required for entry. Due to social distancing protocols in place, the facility has strict occupancy limits. Once the building reaches social distancing occupancy limits, visitors are expected to wait outside the building – prepare and dress appropriately for waiting outside in inclement weather. **Arrive early (before 2pm) to ensure same day service.** Visitors are encouraged to bring their own pen and use hand sanitizer stations.

- ▶ Resolve your ANOV remotely instead of attending an in-person hearing by emailing the ANOV# to BACP-AdministrativeHearings@CityofChicago.org
- ▶ For questions, comments, or to join the Business Affairs and Consumer Protection-Public Vehicle Operations (BACPPV) e-mail list to receive industry notices and other news, send an email to BACPPV@cityofchicago.org.
- ▶ Rules and Regulations governing City of Chicago licensed public vehicles and public chauffeurs are available at chicago.gov/bacp.
- ▶ The Municipal Code of Chicago is available at www.amlegal.com.

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