



Philadelphia Parking Authority  
 Taxicab & Limousine Division  
 TLD Administration Department  
 2415 S. Swanson Street  
 Philadelphia, PA 19148  
 T (215) 683-9895  
 F (215) 683-9437  
[tldadmin@philapark.org](mailto:tldadmin@philapark.org)

DATE STAMP

For PPA Only A-H- \_\_\_\_\_

## New Driver Certification Application DR-1

- Please read each question carefully before answering. Incomplete applications will not be accepted.
- The application fee is **nonrefundable** once the application is submitted and processing begins. If an applicant is requesting a driver certificate for 2 years, the application fee is double the amount as listed on the TLD's current Fee Schedule, which can be located at [www.philapark.org/tld](http://www.philapark.org/tld).
- All applications must be submitted with a valid U.S. driver license, social security card and a 3<sup>rd</sup> form of identification proving work authorization (for example, for U.S. citizens it is generally a state-issued birth certificate or a U.S. passport and for non-U.S. citizens it is generally a permanent resident card or a work authorization card).
- A check will also be done to ensure that the applicant has no outstanding parking or traffic violations or TLD penalties, fees, etc. unless under appeal. New driver applicants will have until their next renewal (1 year or 2 years) to satisfy all outstanding personal parking or traffic violations.
- If an applicant is eligible to be scheduled for taxicab driver training or limousine driver testing (i.e. the application is complete), the applicant may be issued a provisional taxicab or provisional limousine driver certificate, for up to 90 days from the filing date of the DR-1, or until a certificate is issued by the Authority, whichever is earlier. If the applicant fails to complete the training and/or testing requirements or the application is subsequently denied for any reason, the provisional driver certificate shall be rescinded and surrendered to the TLD. **Failure to appear for a scheduled test or training date will result in a \$20.00 fee being assessed for each occurrence.**
- All taxicab driver applicants are required to complete training prior to taking the test. Currently, the TLD is the only provider of an approved taxicab driver training program. Therefore, the fee for taxicab driver training is \$100.00, which shall be paid at the time the application is filed.
- False information provided by an applicant for driver certification will result in the denial of the application or cancellation of the driver's certificate if issued prior to discovery of the false information.

### Check One for Each Question Below:

What type of driver certificate are you applying for:      Taxicab      Limousine      Dual Certificate

What is the time period for which you are applying to hold a driver certificate?      1 year      2 years

Are you requesting a provisional certificate only upon a completed DR-1?      No      Yes

On the line below, please provide the name of the company that you are employed by. If not applicable, write N/A.

### SECTION 1: CONTACT INFORMATION

First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Residential Address: \_\_\_\_\_ Apt.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Have you resided at any other address within the last 5 years?      ☐ YES      ☐ NO

If you answered YES, please provide the most recent previous address:

Previous Address: \_\_\_\_\_ Apt. \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Do you wish to provide an email address and in doing so you agree to accept and receive service from the PPA by email and understand that by registering an email address you are required to notify the Office of the Clerk of a change of email address within 48 hours? ☐ YES ☐ NO

Email Address: \_\_\_\_\_

## SECTION 2: IDENTIFICATION

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Driver's License No. \_\_\_\_\_ State: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

I am providing one of the following documents and attest that I am:

- ☐ U.S. citizen: ☐ U.S. Passport ☐ U.S. Birth certificate ☐ Certificate of Naturalization
- ☐ Lawful Permanent Resident: Permanent Resident Card or I-551 A# \_\_\_\_\_ Exp. \_\_\_\_\_
- ☐ Alien Authorized to Work: Employment Authorization Card # \_\_\_\_\_ Exp. \_\_\_\_\_
- ☐ Other: \_\_\_\_\_ (Must be on the Department of Homeland Security's list of approved documents)

## SECTION 3: DRIVER HISTORY

1. Do you own interest in any other PPA or PUC right such as a medallion or CPC? YES NO

If yes, provide the name of the company: \_\_\_\_\_

Type of Right: \_\_\_\_\_ Medallion "P" numbers(s), if applicable: \_\_\_\_\_

2. Have you ever applied for or held a PPA driver certificate prior to now? YES NO

If yes, provide the H# and the year it expired, cancelled or voided: \_\_\_\_\_

## SECTION 4: AFFIRMATION

You must initial each item below to affirm that you meet all of the following criteria to be eligible as a certified driver.

\_\_\_\_\_ **AGE:** Applicants must be at least 21 years old to apply for a driver certificate.

\_\_\_\_\_ **ENGLISH PROFICIENCY:** All applicants for driver certification must be able to sufficiently speak in the English language to communicate with the general public, to understand highway traffic signs and signals in the English language, to respond to official inquiries and to make verifiable entries on reports and records. Therefore, this DR-1 may only be filed upon proving proficiency in the English language.

\_\_\_\_\_ **DOCUMENTATION REQUIRED:** All applicants for driver certification must provide a valid U.S. driver's license, social security card and a 3<sup>rd</sup> form of identification proving work authorization.

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**RELEASE OF REPORTS:** If necessary, the applicant is authorizing the release of the applicant's criminal history report and/or driving record, whether it is a release for the reports from the certificate holder and/or the applicable state agency.

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**DRIVER LICENSE REQUIREMENTS:** Applicants for driver certification must have a driving history in the U.S. of at least 1 continuous year prior to the date of the application. All applicants for driver certification must hold valid U.S. driver license at all times and must not have three moving violations or a major violation in the three-year period prior to the driving history check. A "moving violation" is a violation issued by the Commonwealth or any of its political subdivisions for a violation of 75 Pa.C.S. (relating to Vehicle Code), or under a similar statute under any other jurisdiction, that upon conviction of such violation, points are assessed against the driver's license. A "major violation" is a suspension or cancellation of a state-issued driver's license as a result of a moving violation.

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**CRIMINAL RECORD REQUIREMENTS:** An applicant will be ineligible for driver certification if the applicant was convicted of any of the following within the preceding seven years: (I) Driving under the influence of drugs or alcohol; (II) A felony conviction involving theft; (III) A felony conviction for fraud; (IV) A felony conviction for a violation of the act of April 14, 1972 (p.l.233, no.64), known as The Controlled Substance, Drug, Device And Cosmetic Act; or (V) A felony conviction under 18 Pa.C.S. § 2706 (relating to terroristic threats) or a similar statute in another jurisdiction.

In addition, an applicant will be ineligible for driver certification if the applicant was convicted of any of the following within the preceding 10 years: (I) Use of a motor vehicle to commit a felony; or (II) Burglary or robbery.

Furthermore, an applicant is ineligible for driver certification if the applicant was convicted at any time of any of the following: (I) A sexual offense under 42 Pa.C.S. § 9799.14(c) or (d) (relating to sexual offenses and tier system) or similar offenses under the laws of another jurisdiction or under a former law of this Commonwealth; (II) A crime of violence as defined in 18 Pa.C.S. § 5702 (relating to definitions); or (III) An act of terror.

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**PAYMENT OF OUTSTANDING FINES, FEES & PENALTIES:** Regulated persons and applicants for any right issued by the Authority shall pay all assessments, fees, penalties and other payments due to the Authority on schedule, unless the matter related to the payment is under appeal. Regulated persons and applicants for any right issued by the Authority shall remain current on the payment of parking and traffic violations, unless the violation is under appeal. New driver applicants will have one year to resolve any personal parking or traffic violations or will have two years, if the applicant so chooses to elect and pay for two years of certification.

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**TNC DISQUALIFICATION:** An applicant is ineligible for a taxicab or limousine driver certificate if the applicant has been disqualified by the Authority from being a TNC driver under section 53 Pa.C.S. § 57A12(e) (relating to transportation network company drivers) within the 5 years immediately preceding the filing date of DR-1 "Driver Application."

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**CERTIFICATION TRAINING AND/OR EXAMINATION:** Taxicab driver applicants have the option of being trained by an Authority-approved third party. However, currently there are no Authority-approved third party training programs. Therefore, taxicab driver applicants will have to complete driver training at the TLD, consisting of a minimum of 18 hours in-class instruction over a period of 3 days, for an additional fee of \$100.00, which shall be paid at the time of this DR-1 application filing. The applicant will be tested on the final day of training.

All new applicants for driver certification will have 3 attempts to pass the applicable driver test conducted by the TLD with a score of 70% or higher within 90 days of the filing of this DR-1 application, or the application will be rendered void. Upon the denial or voiding of the DR-1, an applicant may not reapply for certification for 6 months.

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**DRIVER MEDICAL HISTORY:** All applicants for driver certification must submit a DR-2 Driver Medical History Form completed by a licensed physician. This requirement will be waived for applicants who possess a current physical exam card issued under the requirements of a commercial driver's license in Pennsylvania. *See 49 CFR 391.41—391.49 (relating to physical qualifications and examinations).* **This form must be completed and returned within 90 days of the application filing date. Failure to meet this deadline will result in the application being deemed void.**

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**PROVISIONAL CERTIFICATE:** Upon a completed filing of this DR-1 application (i.e. there are no pending issues and applicant is eligible to attend training and/or testing), the applicant may be issued a provisional driver certificate, for up to 90 days from the filing date of the DR-1, or until a certificate is issued by the Authority, whichever is earlier. *See 52 Pa. Code §§ 1021.7 and 1057.8 (relating to taxicab driver training; and certain training subjects).*

However, if this application is subsequently denied for any reason, or if an applicant fails the test after 3 attempts or fails to complete training and/or testing within the 90 day period, the provisional certificate will be automatically rescinded and shall be surrendered to the TLD.

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| <b>SECTION 6: VERIFICATION</b> |
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I, \_\_\_\_\_, hereby state that the facts above set forth are true and correct (or are true and correct to the best of my knowledge, information and belief) and that I expect to be able to prove the same at a hearing held in this matter. I understand that the statements herein are made subject to the penalties of 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities).

I also verify that I meet all driver eligibility standards, can comply with the requirements of being a certified driver, that I am in compliance with 52 Pa. Code §§ 1011.7 & 1051.6 (relating to payment of outstanding fines, fees and penalties) and have not been subject to a conviction as provided in 52 Pa. Code § 1001.10 (relating to definitions).

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**Applicant's Signature**

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**Date**

**FOR PPA USE ONLY**

☐

**APPROVED**

☐

**PENDING (see attached pending letter)**

☐

**DENIED**

☐ Total Outstanding TLH Parking Violations \$ \_\_\_\_\_ ☐ \$ \_\_\_\_\_ Contested

☐ Total Outstanding TLD Penalties \$ \_\_\_\_\_ ☐ Contested (Hearing Requested)

**APPLICANT WAS ISSUED NOTICE (see attached) OF THE FOLLOWING VIOLATIONS:**

☐ Total Outstanding Personal Parking Violations \$ \_\_\_\_\_

☐ Total Outstanding Traffic Violations \$ \_\_\_\_\_

☐ **APPLICANT WAS ISSUED A PROVISIONAL CERTIFICATE THAT WILL EXPIRE ON** \_\_\_\_\_

☐ **APPLICANT WAS SCHEDULED FOR TRAINING OR TESTING TO BEGIN ON** \_\_\_\_\_

**COMMENTS:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Reviewed By:** \_\_\_\_\_ **Date:** \_\_\_\_\_