



# Pedicab/NEV Driver Permit Application

Application Type:  New                      Vehicle Type:  Pedicab  
 Renewal     NEV

## INSTRUCTIONS

1. Fill out application completely.
2. Provide signatures and notarizations on the third page of the application as indicated.
3. Complete the **DPS Computerized Criminal History Verification** form provided on the fourth page.
4. Attach the following items to the application:
  - Written proof of completion of a **defensive driving course** within the last two years.
  - Written proof of completion of a **drug screening test** within the last 30 days from date of application.
  - A photocopy of your **Texas Driver's License**. Drivers must be at least eighteen (18) years of age.
  - Two (2) current passport-size **photographs**.
  - A photocopy of documents proving **residency and eligibility to work** (social security card, passport, etc.—see "Acceptable Forms of Identity" on page five).

**FOR OFFICE USE ONLY:**

Application Completed and Notarized  
 TX DPS CCH Form Completed  
 Driver's License Check  
 Criminal Background Check  
 Defensive Driving Course <2 Years Old  
 Drug Screen Test <30 Days Old  
 Copy of Texas Driver's License  
 Current Photographs  
 Residency / Eligibility to Work Documents

**DISPOSITION:**

Date Processed: \_\_\_\_\_

Approved; Permit #: \_\_\_\_\_  
 Denied

COMMENTS:

After city staff reviews the application and conducts background checks, if accepted, applicant will be notified to pick up and pay for driver permit. Applications/permit fees are submitted to:

In Person: Public Works and Transportation  
 City Hall, 2<sup>nd</sup> Floor  
 101 West Abram Street  
 Arlington, TX 76011

Via Mail: Public Works and Transportation  
 Mail Stop 01-0220  
 P. O. Box 90231  
 Arlington, TX 76004-3231

*Drivers must keep their permits with them at all times and make them available upon request.  
 Drivers are required to maintain a professional and neat appearance while operating a vehicle-for-hire.*

**DRIVER INFORMATION**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Texas Driver's License Number: \_\_\_\_\_ Class: \_\_\_\_\_ Expires: \_\_\_\_\_

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Hair Color: \_\_\_\_\_ Eye Color: \_\_\_\_\_ Race: \_\_\_\_\_ Sex \_\_\_\_\_

Current address: \_\_\_\_\_

Previous address if less than 5 years at above address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

For which company will applicant be driving (if known): \_\_\_\_\_



City of Arlington, Texas  
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1. Are you at least eighteen (18) years of age? .....  Yes  No
2. Have you ever applied for a City of Arlington Pedicab/NEV driver permit? .....  Yes  No
3. Have you ever been denied a City of Arlington Pedicab/NEV driver permit .....  Yes  No
4. Have you ever had a City of Arlington Pedicab/NEV driver permit revoked? .....  Yes  No
5. Do you have any physical impairment, physical or mental disease? .....  Yes  No
6. Are you under indictment now or, in the last 5 years, have you been convicted or released from confinement imposed for conviction for a crime involving murder, kidnapping, a sexual offense, an assaultive offense, robbery, burglary, theft, fraud, tampering with a governmental record, prostitution / obscenity, carrying or possession of a weapon, a drug or controlled substance offense, or driving while intoxicated?.....  Yes  No
7. Has your state driver’s license been suspended or revoked in the last three years? .....  Yes  No
8. Are there any charges pending or warrants outstanding against you? .....  Yes  No
9. Have you been involved in any accidents in the last three years when you were the driver of the vehicle? .....  Yes  No

If any of questions 1 to 8 were answered “yes,” please provide a complete explanation. Include dates, locations, and the current status of each item:

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10. List all traffic citations issued to you in the last thirty-six (36) months (speeding, stop sign, parking, no insurance, expired registration, etc.), regardless of disposition.

Date	Location	Violation	Disposition

11. List previous experience driving a special service transportation vehicle:

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City of Arlington, Texas  
**Pedicab/NEV Driver Permit Application**

I (print name) \_\_\_\_\_, (the company owner or representative authorized to do business on behalf of certified Pedicab/NEV operator), do hereby certify that the driver listed on this application will be driving for \_\_\_\_\_ (Company Name).

Authorized by: \_\_\_\_\_ Date: \_\_\_\_\_

*Before me, the undersigned authority, on this day personally appeared \_\_\_\_\_ (Operator) known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration expressed and in the capacity therein stated.*

*Given under my hand and seal of this office on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.*

SEAL: 

\_\_\_\_\_  
Notary Public in and for the State of Texas

**DECLARATION OF APPLICANT**

I (print name) \_\_\_\_\_, declare that I have examined this application and that all statements in the application are true and correct. And further, that any false statements or omissions may be cause for rejection of this application, or revocation of my driver permit. I further declare that I will comply with and abide by the requirements for the issuance and use of a driver permit, in accordance with the Transportation Chapter of the City of Arlington.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Before me, the undersigned authority, on this day personally appeared \_\_\_\_\_ (Applicant) known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration expressed and in the capacity therein stated.*

*Given under my hand and seal of this office on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.*

SEAL: 

\_\_\_\_\_  
Notary Public in and for the State of Texas



City of Arlington, Texas  
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**DPS Computerized Criminal History (CCH) Verification  
 (City of Arlington Copy)**

I, \_\_\_\_\_, have been notified that a Computerized Criminal History  
APPLICANT NAME (Please print)  
 (CCH) verification check will be performed by accessing the Texas Department of Public Safety Secure Website  
 and will be based on name and DOB identifiers I supply.

Because the name-based information is not an exact search and only fingerprint record searches  
 represent true identification to criminal history, the organization conducting the criminal history check for  
 background screening is not allowed to discuss any criminal history record information obtained using the  
name and DOB method. Therefore, the City of Arlington may request that I have a fingerprint search  
 performed to clear any misidentification based on the result of the name and DOB search.

For the fingerprinting process I will be required to submit a full and complete set of my fingerprints for  
 analysis through the Texas Department of Public Safety AFIS (Automated Fingerprint Identification System). I  
 have been made aware that in order to complete this process I must make an appointment with L1 Enrollment  
 Services, submit a full and complete set of my fingerprints, request a copy be sent to the City of Arlington, and  
 pay a fee of \$24.95 to the fingerprinting services company, L1 Enrollment Services.

Once this process is completed and the City of Arlington receives data from DPS, the information on  
 my fingerprint criminal history record may be discussed with me.

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 City of Arlington Representative Name (Please Print)

\_\_\_\_\_  
 Signature of City of Arlington Representative

\_\_\_\_\_  
 Date

FOR OFFICE USE ONLY:		
Purpose of CCH: <u>Pedicab Operator and Driver Permitting</u>		
CCH Report Printed:		
Yes ___ NO ___		_____ Initial
Date Printed _____		_____ Initial
Permitted ___ Not Permitted ___		_____ Initial
Destroy Date _____		_____ Initial

**This copy must remain on file with the City of Arlington and be used for future DPS auditing purposes.**



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**ACCEPTABLE FORMS OF IDENTITY**

<b>List A</b>	<b>OR</b>	<b>List B</b>	<b><u>AND</u></b>	<b>List C</b>
<p><b>Documents that Establish Both Identity and Employment Eligibility</b></p> <ol style="list-style-type: none"> <li>1. US Passport (Unexpired or expired)</li> <li>2. Certificate of US Citizenship (INS Form N-560 or N-561)</li> <li>3. Certificate of Naturalization (INS Form N-550 or N-570)</li> <li>4. Unexpired foreign passport, with I-551 stamp or attached INS Form I-94 indicating unexpired employment authorization</li> <li>5. Alien Registration Receipt Card with Photograph (INS Form I-151 or I-551)</li> <li>6. Unexpired Temporary Resident Card (INS Form I-688)</li> <li>7. Unexpired Employment Authorization Card (INS Form I-688A)</li> <li>8. Unexpired Reentry Permit (INS Form I-327)</li> <li>9. Unexpired Refugee Travel Document (INS Form I-571)</li> <li>10. Unexpired Employment Authorization Document Issued</li> </ol>		<p><b>Documents that Establish Identity</b></p> <ol style="list-style-type: none"> <li>1. Driver’s License or ID Card issued by the state or outlying possession of the US provided it contains a photograph or information such as name, date of birth, sex, height, eye color, and address</li> <li>2. ID Card issued by the federal, state, or local government agencies or entities provided it contains a photograph or information such as name, date of birth, sex, height, eye color, and address</li> <li>3. Voter’s registration card</li> <li>4. US military card or draft record</li> <li>5. Military dependent’s ID card</li> <li>6. US Coast Guard Merchant Mariner Card</li> <li>7. Native American tribal document</li> <li>8. Driver’s license issued by a Canadian government authority</li> </ol>		<p><b>Documents that Establish Employment Eligibility</b></p> <ol style="list-style-type: none"> <li>1. US Social Security Card issued by the Social Security Administration</li> <li>2. Certification of Birth Abroad issued by the Department of State (Form FS-545 or DS-1350)</li> <li>3. Original or certified copy of a birth certificate issued by a state, county, municipal authority, or outlying possession of the US bearing an official seal</li> <li>4. Native American tribal documents</li> <li>5. US Citizen ID Card (INS Form I-197)</li> <li>6. ID Card for use of Resident Citizen in the United States (INS Form I-179)</li> <li>7. Unexpired employment authorization document issued by the INS (other than those listed under List A)</li> </ol>