



# City of Chicago

## Business Affairs and Consumer Protection

### **PUBLIC VEHICLE INDUSTRY NOTICE**

March 18, 2020

Notice No. 20-007

### **PUBLIC PASSENGER VEHICLE OPERATIONS**

The Department of Business Affairs and Consumer Protection (BACP), in support of the City of Chicago's efforts to minimize the transmission of the Coronavirus (COVID-19), is implementing the following protocols.

**Effective March 19, 2020, BACP offices are closed to the public due to the health and safety recommendations by experts endorsing social distancing efforts.** BACP will send out a future notice with information on when BACP offices will reopen to the public.

BACP staff will continue to work servicing public passenger vehicle licensees during closure to the public. BACP staff will be available by e-mail and phone.

- E-mail [bacppv@cityofchicago.org](mailto:bacppv@cityofchicago.org) with questions.
- E-mail public vehicle insurance documents to [bacpinsurance@cityofchicago.org](mailto:bacpinsurance@cityofchicago.org).

### **I. PUBLIC PASSENGER VEHICLE LICENSE RENEWALS**

**Renewal of the following public passenger vehicle licenses will be deferred until April 30, 2020:**

- Public Chauffeur (taxicab, livery, pedicab, and horse drawn carriage drivers) Licenses with expiration dates between February 1, 2020 and March 31, 2020.
- Pedicab Vehicle Licenses expiring March 31, 2020. Licensees are encouraged to submit license renewal documents directly to [BACPPV@cityofchicago.org](mailto:BACPPV@cityofchicago.org).
- Transportation Network Provider Licenses expiring March 31, 2020. Licensees are encouraged to submit license renewal documents directly to [BACPPV@cityofchicago.org](mailto:BACPPV@cityofchicago.org).
- Taxicab Medallion Licenses that expired February 29, 2020. Licensees are encouraged to submit license renewal documents directly to [BACPPV@cityofchicago.org](mailto:BACPPV@cityofchicago.org).

- ▶ If applicable, BACP encourages licensees to submit licensing documents to [BACPPV@cityofchicago.org](mailto:BACPPV@cityofchicago.org) to perform license renewals remotely.

## **II. PUBLIC PASSENGER VEHICLE INSPECTIONS**

Public vehicle inspections scheduled at the BACP Public Vehicle Inspection Facility (2420 W. Pershing Road/39<sup>th</sup> Street) from March 19, 2020 to March 31, 2020 will be rescheduled.

An updated Public Vehicle Inspection Schedule will be posted at the BACP webpage at [Chicago.Gov/BACP](http://Chicago.Gov/BACP). BACP shall notify taxicab affiliations and license managers by e-mail of updated public vehicle inspection dates.

## **III. SURRENDERING TAXICAB MEDALLION LICENSES**

Taxicab medallion licensees surrendering licenses may mail (e-mail or U.S. Mail) completed License Surrender forms. A License Surrender form is available to download at the BACP webpage.

## **IV. DOCUMENTS and SERVICES ARE AVAILABLE ONLINE**

- Public Chauffeur and Public Passenger Vehicle license application forms and documents are available at [www.chicago.gov/BACP](http://www.chicago.gov/BACP).
- City of Chicago Payment Portal: <https://pay.chicago.gov/>
- The Illinois Secretary of State ([www.cyberdriveillinois.com](http://www.cyberdriveillinois.com)) offers online services:
  - ✓ obtaining a duplicate driver's license or ID card;
  - ✓ renewing a vehicle registration;
  - ✓ obtaining a driver record abstract;
  - ✓ renewing a standard driver's license with the Safe Driver Renewal program;
  - ✓ filing Business Services documents, such as incorporations and annual reports;

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- ▶ 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](mailto:BACPPV@cityofchicago.org).
- ▶ Rules and Regulations governing City of Chicago licensed public vehicles and public chauffeurs are available at [chicago.gov/bacp](http://chicago.gov/bacp).
- ▶ The Municipal Code of Chicago is available at [www.amlegal.com](http://www.amlegal.com).

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