



## SOUTH LAKE TAHOE LICENSE PEDICAB OWNER APPLICATION

South Lake Tahoe Police Department  
 1352 Johnson Lane, South Lake Tahoe, CA 96150  
 Phone: 530-542-6135 • Fax 530-542-1495  
 Email: apoole@cityofslt.us

### FY 2017 Pedicab Owner/Company Permit

- Pedicab Owners must complete a business license application and include the following:

Pedicab owner permit application	Pedicab vehicle permit application
Copy of accord form, providing proof of required insurance - (\$1 million)	Copy of rate sheet to be posted in vehicle
Image of trade mark and color scheme	Business license
Routes that will be traveled in either a map or narrative format	Permit fees (see fee schedule below)

After an application is received, the Pedicab Owner will be contacted to schedule a pedicab vehicle inspection. The completed Pedicab Owner permit applications will be forwarded to the Chief of Police for review and approval within 72 hours of a completed application being submitted. (NOTE: Incomplete applications will not be accepted, and may be returned. An application is not complete until which time all required information is provided). Once the Chief of Police has provided a signed approval, an owners permit will be issued. A Pedicab Owner may not begin operations until such time that the owners permit has been issued and then may only operate pedicabs that have been sealed with the Pedicab Vehicle Decal.

### Pedicab Driver Permit

- Pedicab drivers must be **1)** 18 years of age or older, **2)** possess a valid California Driver's License, **3)** pass a South Lake Tahoe Police Department background check, and **4)** be sponsored by a Pedicab Operator that is licensed by the City of South Lake Tahoe.
- Pedicab Driver applicant must complete a Pedicab Permit application\* and include the following:

Pedicab Driver Permit supplemental application	Copy of California Driver's License
Original H6, issued within the last 30 days from the California OMV	Business License
Bicycle Safety Training Certificate of Completion - <b>Only for new applicants</b>	Permit Fees (see Fee Schedule Below)
Live Scan must be completed by the Police Department. A photograph will be taken after your pedicab driver permit application has been processed and approved.	

After a completed Pedicab Driver Permit application is received, the Pedicab Driver's H6 report will be submitted to the South Lake Tahoe Police Department for review and approval. (NOTE: Incomplete applications will not be accepted, and may be returned. An application is not complete until which time all required information is provided). After the Police Department has provided a signed approval, a Pedicab Driver permit and business license will be issued. A Pedicab driver may not begin driving a pedicab in South Lake Tahoe until such time that a Pedicab Driver's permit has been issued and then may only operate pedicabs that have been sealed with the Pedicab Vehicle Decal for the sponsoring Pedicab company.

\*A business license is not required for drivers that are employees, as defined by California state law, of the Pedicab operator.

### Fee Schedule

Fee Description	Operator	Driver	Vehicle Permit
New Permit	\$212.00	\$75.00	Included
Renewal	\$125.00	\$50.00	N/A
Transfer	Not Allowed	Not Allowed	Not Allowed
Replacement	\$25.00	\$25.00	N/A
Re-Inspection	N/A	N/A	N/A



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OFFICIAL USE ONLY	
BL#	
<i>Date Stamp</i>	

### BUSINESS ENTITY INFORMATION

Legal Business Name/DBA:					
Business Physical Address:					
<i>Number</i>	<i>Street</i>	<i>Unit/Suite II</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
Business Type: D Sole Proprietor D Partnership D LLC D Corporation D Limited Partnership D Trust			State of Incorporation	Date of Incorporation	
Insurance Co.:	Policy Number:	D ACCORD form attached.			

### OFFICER OR PARTNER INFORMATION *(If multiple owners/officers, please provide information for each on additional sheets.)*

Owner/Officer/Partner Name:			Company Title:		
Owner/Officer/Partner Mailing Address:					
<i>Number</i>	<i>Street</i>	<i>Unit/Suite II</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
Phone: (    ) -    -	Cell Phone: (    ) -    -		Fax: (    ) -    -		
Email:			DOB:		
Driver's License Number:		Exp. Date:		State Issued:	

### POLICE RECORD

Have you been arrested for a crime in the last seven years, which resulted in conviction or plea of nolo contendere (no contest)?				ID Yes	D No
If yes, enter the information below; each owner/officer/partner must submit this information. If you need more space, please attach a separate sheet:					
<i>Date</i>	<i>City</i>	<i>Charge</i>	<i>Disposition</i>		
<i>Date</i>	<i>City</i>	<i>Charge</i>	<i>Disposition</i>		
<i>Date</i>	<i>City</i>	<i>Charge</i>	<i>Disposition</i>		

### VEHICLE INFORMATION

D Attach a copy of the fare schedule which will be posted in each pedicab.	D Attach a photo of pedicab and indicate logo or trademark.				
D Attach a map or description of the intended routes.	Number of vehicles:				
Please note the storage address:					
<i>Number</i>	<i>Street</i>	<i>Unit/Suite II</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
Indicate the days and hours the pedicabs will operate:					

### ACKNOWLEDGEMENT & CONFIRMATION

**PEDICAB OWNER APPLICANT CERTIFICATION**

D I acknowledge that I have read, understood and will follow the South Lake Tahoe Pedicab Rules and South Lake Tahoe City Code Section 4.170. \_\_\_\_\_ (initials)

I declare, under penalty of making a false declaration, that I am authorized to make this statement and to the best of my knowledge and belief it is a true, correct and complete statement, made in good faith for the period stated.

<i>Name/Signature</i>	<i>Title</i>	<i>Date</i>
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**SOUTH LAKE TAHOE  
PEDICAB VEHICLE INFORMATION**

South Lake Tahoe Police Department  
1352 Johnson Lane, South Lake Tahoe, CA  
96150  
Phone: 530-542-6135 • Fax 530-542-1495  
Email: apoole@cityofslt.us

OFFICEUSEONLY

BL #

Date:

Inspector approval:

Decal #

**BUSINESS ENTITY INFORMATION**

Legal Business Name/ DBA:

Business Physical Address:

Number                      Street                      Unit/ Suite #                      City                      State                      Zip

Application Type:  New

Renew

# of Vehicles:

Additional Owner information:

**VEHICLE INFORMATION(list additional vehicles on back)**

1st Vehicle Identification:

Make

Model

Year

Serial Number

How many passengers will the pedicab safely carry?

Color of Pedicab:

Please list any other jurisdictions in which the vehicle is permitted to operate:

2nd Vehicle Identification:

Make

Model

Year

Serial Number

How many passengers will the pedicab safely carry?

Color of Pedicab:

Please list any other jurisdictions in which the vehicle is permitted to operate:

**ACKNOWLEDGEMENT & CONFIRMATION**

I certify that it is my intention to have the pedicab identified in this application operate as a pedicab in the City of South Lake Tahoe; I have ensured that the vehicle meets the requirements outlined in Chapter 4.170 of the South Lake Tahoe City Code and the South Lake Tahoe Pedicab Rules, and I will ensure that the pedicab continues to comply with all applicable regulations.

Signature

Title

Date

OFFICEUSEONLY

Inspection Date:

Inspector Initials:

Pass

Fail

Decal #

Pedicab #

Re-inspection Date:

Notes:

See next page to list more vehicles.

CITY OF SOUTH LAKE TAHOE PEDICAB VEHICLE APPLICATION



VEHICLE INFORMATION (list of additional vehicles)			
Vehicle Identification: _____			
_____	_____	_____	_____
Make	Model	Year	Serial Number
How many passengers will the pedicab safely carry?		Color of Pedicab:	
Please list any other jurisdictions in which the vehicle is permitted to operate:			
Vehicle Identification: _____			
_____	_____	_____	_____
Make	Model	Year	Serial Number
How many passengers will the pedicab safely carry?		Color of Pedicab:	
Please list any other jurisdictions in which the vehicle is permitted to operate:			
Vehicle Identification: _____			
_____	_____	_____	_____
Make	Model	Year	Serial Number
How many passengers will the pedicab safely carry?		Color of Pedicab:	
Please list any other jurisdictions in which the vehicle is permitted to operate:			
Vehicle Identification: _____			
_____	_____	_____	_____
Make	Model	Year	Serial Number
How many passengers will the pedicab safely carry?		Color of Pedicab:	
Please list any other jurisdictions in which the vehicle is permitted to operate:			
Vehicle Identification: _____			
_____	_____	_____	_____
Make	Model	Year	Serial Number
How many passengers will the pedicab safely carry?		Color of Pedicab:	
Please list any other jurisdictions in which the vehicle is permitted to operate:			
Vehicle Identification: _____			
_____	_____	_____	_____
Make	Model	Year	Serial Number
How many passengers will the pedicab safely carry?		Color of Pedicab:	
Please list any other jurisdictions in which the vehicle is permitted to operate:			
Vehicle Identification: _____			
_____	_____	_____	_____
Make	Model	Year	Serial Number
How many passengers will the pedicab safely carry?		Color of Pedicab:	
Please list any other jurisdictions in which the vehicle is permitted to operate:			



## SOUTH LAKE TAHOE PEDICAB OWNER PERMIT INSURANCE

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### Requirement Details

#### Insurance Requirement for Pedicab Owner

All pedicab owner permit holders must obtain, comply with, and maintain the minimum levels of insurance coverage outline below, at no cost to the City of South Lake Tahoe, during the entire term that the permit is valid:

1. Commercial General Liability. Pedicab owner permit holders must secure and maintain a Commercial General Liability policy reflecting limits of no less than one million dollars (\$1,000,000.00) per Occurrence for claims arising out of, but not limited to property damage or personal injury caused from operation of the pedicab.
2. General Umbrella. Pedicab owner permit holders must secure and maintain a general umbrella insurance policy that covers the pedicab of no less than five hundred thousand dollars (\$500,000.00).

All Pedicab owner permit holder must also comply with the following insurance related provisions:

1. The Commercial General Liability coverage shall cover each pedicab driver, whether the pedicab driver is an employee or independent contractor.
2. The Commercial General Liability coverage must name the City and its officers, agents, and employees as additional insureds with respect to liability arising out of work or operations performed by or on behalf of the pedicab owner permit holder.
3. The insurance company providing coverage to the pedicab owner permit holder must be authorized to do business in the state of California.
4. The insurance company issuing policies within this section shall maintain an A.M. Best rating of no less than A-VII.
5. No insurance policy, as required above, may be canceled until the expiration of thirty (30) days after notice of intent to cancel insurance has been provided to the City of South Lake Tahoe. Notice of intent to cancel insurance shall be personally delivered or sent certified mail to the South Lake Tahoe Police Department, at 1352 Johnson Boulevard, South Lake Tahoe, CA 96150.

Copies of all applicable insurance policy language, providing the insurance coverage required herein, must be attached to the Pedicab Owner Application.



## SOUTH LAKE TAHOE PEDICAB DRIVER APPLICATION

South Lake Tahoe Police Department  
1352 Johnson Lane, South Lake Tahoe, CA  
96150  
Phone: 530-542-6135 • Fax 530-542-1495  
Email: apoole@cityofslt.us

Official Use Only

BL#	
Fees Paid: \$	_____
Paid By:	<input type="checkbox"/> Ca. <input type="checkbox"/> Chk <input type="checkbox"/> AMEX <input type="checkbox"/> Visa <input type="checkbox"/> Discover <input type="checkbox"/> MasterCard
Date Paid:	_____

### Applicant Information

Applicant's name:				
(As it appears on DMV Records)				
First	Middle	Last		
Applicant's Physical Address:				
Number	Street	Unit/ Suite #	City	State Zip
Phone: ( ) —	Cell Phone: ( ) —	Fax: ( ) —		
Email:			DOB:	
Driver's License Number:		Exp. Date:	State Issued:	

### Criminal Record

Have you been arrested for a crime in the last seven years, which resulted in conviction or plea of nolo contendere (no contest)?  Yes  No

If yes, enter the information below; if you need more room please attach a separate sheet:

Date	City	Charge	Disposition
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

### Pedicab Owner Information (To be completed by the company that intends to hire you)

Company Name:	Business License #:
Hire Status <input type="checkbox"/> Independent Contractor (Business License Required) <input type="checkbox"/> Employee	

I certify that it is my intention to have the applicant named on this application operate as a Pedicab driver in the City of South Lake Tahoe and that to the best of my ability I have ensured that the applicant meets the requirements outlined in the South Lake Tahoe Municipal Code and the South Lake Tahoe Pedicab Rules.

_____	_____
Print Name	Title
_____	_____
Signature of Authorized Pedicab Company Representative	Date

### Acknowledgment and Confirmation

#### PEDICAB DRIVER APPLICANT CERTIFICATION

- I certify that I am 18 years of age or older. \_\_\_\_\_ (initials)
- I certify that I possess a valid California Driver's License. \_\_\_\_\_ (initials)
- I acknowledge that I have read, understand and will follow the South Lake Tahoe Pedicab Rules and South Lake Tahoe Code 4.170. \_\_\_\_\_ (initials)
- I have attached an original H-6 form issued to me within the last 30 days by the California Department of Motor Vehicles. \_\_\_\_\_ (initials)

I certify under penalty of perjury that all statements made in this application are, to the best of my knowledge, true and correct, and that I have completed this application. I authorize the City of South Lake Tahoe to verify all statements and information provided on this application.

_____	_____	_____
Signature	Title	Date

CITY OF SOUTH LAKE TAHOE PEDICAB DRIVER APPLICATION



## SOUTH LAKE TAHOE PEDICAB VEHICLE INSPECTION FORM

South Lake Tahoe Police Department  
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Email: apoole@cityofslt.us

Pedicab company must take this form to a certified bike shop to have each vehicle individually inspected prior to obtaining Pedicab Permit.

### Business Information

Legal Business Name/ DBA: \_\_\_\_\_

Vehicle Identification:

\_\_\_\_\_ Make

\_\_\_\_\_ Model

\_\_\_\_\_ Year

\_\_\_\_\_ Serial Number

Equipment	Pass	Fail	Comments
Single Frame Design.			
Headlights.			
Taillights— Colored red and mounted on the right and left the same level on the rear exterior of the passenger compartment. Visible within 500 feet to the rear of the pedicab.			
Turn signals—Visible from the front and the rear of the pedicab			
Working Hydraulic or Mechanical Disc Brakes.			
Spoke reflectors on each wheel and tape type reflectors showing the front and back width of the pedicab.			
Seatbelts in working order. (include total number: _____)			
Fare Schedule Posted—Easily readable with all applicable fares and phone numbers for company and City's Code Compliance office where a complaint can be filed.			
Vehicle Condition— Clean and free of mechanical defects.			
Company trade name and phone number affixed permanently to pedicab and easily readable. (min 2" tall)			

### Inspection Results

Approved

Denied

Conditional (see notes)

Assigned permanent Pedicab Number: \_\_\_\_\_

Pedicab Permit Number (sticker): \_\_\_\_\_

Inspector: \_\_\_\_\_

Signature: \_\_\_\_\_

Inspector business name, address and license number: \_\_\_\_\_

CITY OF SOUTH LAKE TAHOE PEDICAB VEHICLE INSPECTION FORM



## SOUTH LAKE TAHOE PEDICAB RULES SET BY CHIEF OF POLICE

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### PEDICAB RULES

#### Routes that Pedicabs may operate:

- A. The neighborhood known as "Al Tahoe" to include Lakeview Commons and Reagan Beach.
- B. Stateline area defined as Stateline Ave, Lakeshore Blvd, Park Ave/Heavenly Village Way and Montreal Ave/Upper Lake Parkway. Pedicabs may only cross Lake Tahoe Blvd at Park Ave, Fairway Avenue and Heavenly Village Way.
- C. Pedicabs may not operate on Lake Tahoe Blvd except to cross at designated area(s) or in the eastbound lane of Lake Tahoe Blvd between Fairway Ave and Herbert.
- D. Bicycle path along Eloise Ave from the parking lot of TJ Maxx (2015 Lake Tahoe Blvd) to the north city limits.
- E. Other routes may be approved by the Chief of Police if submitted in writing at least two weeks in advance. The Chief of Police may include other restrictions for routes approved in this manner. Further, Pedicab operators must carry a copy of the approval while operating on such routes.

#### Pickup/Drop Off locations and Pedicab Stands:

1. Lakeview Commons to include the parking lot for Lakeview Commons and boat launch
2. Reagan Beach
3. Lakeshore Ave.
4. Heavenly Village Parking Lot (4018 Lake Tahoe Blvd) with written permission from property owner
5. Belamy Ave
6. Van Sickle Park
7. TJ Maxx parking lot (2015 Lake Tahoe Blvd) with written permission from property owner

#### Hours of operation:

Pedicabs may operate during daylight hours as defined by the California Vehicle Code, which includes one half hour before sunrise and one half hour after sunset.

#### Appearance/Maintenance of Pedicab and Pedicab Driver:

- A. Pedicabs shall be inspected by a qualified bicycle repair shop for operation of and condition of brakes, tires and steering mechanisms.
- B. Pedicab drivers shall wear a shirt or name tag that identifies the business name and the name of the driver.