Taxicab Driver Permit
Application Checklist

City of Hartsville
NAVIGATOR
Your Business Development Partner

Please ensure that each of the below
requirements are met, and include a signed copy of this document along with each
of the below items, to be turned in with the licensing division located on the first
floor of City Hall.

☐ **$5 nonrefundable application fee (to be turned in at the time of application pick-up)**

☐ City of Hartsville Taxi Driver Application

☐ Certified 3 year driving record from the South Carolina Department of Motor Vehicles
(https://www.scdmvonline.com/dmvpublic/trans/DrvRec.aspx) (Cost: $6)

☐ Background check from the South Carolina Law Enforcement Division (*No permits will be granted to any person who has been convicted of any major crime or felony or the violation of laws and ordinances involving moral turpitude within **5 years immediately preceding the day of application** or who has been convicted of an offense involving intoxicating or illegal substances during the **last 2 years**.)
(http://www.sled.state.sc.us/sled/default.asp?Category=CATCH_SSN&Service=crc)
(Cost: $25)

☐ Photocopy of current South Carolina Driver's License

Applicant Name:_____

I, _____, verify that all included information is true, correct, and complete and grant permission to the City of Hartsville to conduct a criminal background check.

_____   _____
Applicant Signature   Date

FOR OFFICE USE ONLY:

Application reviewed by: _____

This applicant ☐DOES ☐DOES NOT satisfy all requirements for issuance of a taxicab driver permit.

IF NOT, please explain:
_____
_____
_____

☐ Applicant called (Date:_____) Notes:_____
☐ Permit issued (Date of issuance:_____)

Approved by Finance Director:_____ Date:_____