

Instruction Sheet for Applying for a Taxicab Driver Licence



City of Mississauga
Transportation and Works Department
Enforcement Division, Mobile Licensing
3235 Mavis Road, Ground Floor
Mississauga, ON L5C 1T7
Tel. No. 905-615-4311 Fax No. 905-615-4486
Bus. Hours - Monday-Friday 8:30 am.-4:00 pm
www.mississauga.ca/enforcement

ATTENTION: ALL APPLICANTS MUST BE AT LEAST EIGHTEEN (18) YEARS OF AGE

1. Applicant is required to pass a Language Pre-Interview. An application for a Driver's Licence and this instruction sheet will be given to the applicant when they have passed the Language Pre-Interview. Take this package, read it through carefully. The applicant has three (3) months to submit their application after completing the Language Pre-Interview. If no application is submitted after (3) months, the Language Pre-Interview results will be destroyed.
2. Have the application notarized by a Commissioner of Oaths, Notary Public, Justice of the Peace or Lawyer. We have a Commissioner of Oaths available at the Mobile Licensing Office free of charge.
NOTE: Please ensure the application bears the stamp of the person notarizing the application. The notarization is not valid without the stamp.
3. Applicant is required to personally return a completed application with the following documents as required under the appropriate schedule of the Public Vehicle Licensing By-law 420-04, as amended, to the Mobile Licensing Office **no later than 3:30 p.m., Monday to Friday.**
 - (a) A valid Province of Ontario Driver's Licence (Class "G" minimum). Due to the driving restrictions and lack of driving experience a Class "G1" or "G2" licence will **not be accepted**.
 - (b) A completed Certificate of Medical Fitness **dated within 30 days of submitted application**. Where the applicant has a disability, impairment or allergy, this must be stated on the Certificate of Medical Fitness being filed (www.mississauga.ca/portal/services/formsonline).
 - (c) A Police Criminal Record Search from Peel Regional Police, **dated within 30 days of submitted application**.
4. When applicant returns with the above completed documents, payment of the following fees must be made: *(Payment may be made in the form of Cash, Debit Card, Visa, MasterCard or AMEX. Sorry, no cheques!)*

FEE SCHEDULE AS OF JANUARY 2013		
1.	An initial Licence Fee (HST exempt)	\$ 16.90
2.	A Fee for search of your Province of Ontario Drivers Record	\$ 12.00
3.	A fee for Public Vehicle Licensing By-law 420-04, as amended	\$ 25.00
4.	A fee for a reserved appointment for Taxicab Driver Orientation	\$ 117.00
5.	A fee for a reserved appointment for Defensive Driving Course	\$ 128.00
6.	A fee for a reserved appointment for Sensitivity Training Course	\$ 117.00
7.	A fee for a reserved appointment for Taxicab Driver Exam	\$ 68.00
	Subtotal	\$483.90
	HST	\$ 60.71
	Total Fees Due	\$ 544.61
CANCELLATION AND REFUND POLICY		
Please be advised that if you decide to cancel your application, the fees paid will be forfeited and will not be refunded .		

5. Taxicab Driver Training occurs over a three (3) day period and is held on every Tuesday, Wednesday and Thursday from 8:30 a.m. to 4:00 p.m.
6. An exam date must be chosen based upon availability. The exam may be written upon the completion of three (3) day training classes. To schedule an exam date contact The Mobile Licensing Office.
7. Upon successful completion of the written exam, an additional fee of **\$152.10** will be required for your Taxicab Driver Licence to be issued.