



Taxicab and Vehicle for Hire- New Driver Packet

Lee County Board of County Commissioners, Lee County Municipalities, and the Lee County Tax Collector have worked together to revise the existing county ordinance for taxicabs and vehicles for hire.

The revised ordinance requires each driver who operates a taxicab or vehicle for hire vehicle in Lee County must work for a business that has a current Certificate to Operate. The driver is required to obtain a certified criminal history background check upon initial application and every three years thereafter. Upon approval of the background check, a Driver Identification Card will be issued.

Each year, Driver Identification Cards will be issued exclusively from the Lee County Tax Collector's main office: 2480 Thompson Street, Fort Myers, FL 33901.

Enclosed with this letter is a packet containing the information required to meet the provisions of the revised ordinance.

The packet includes:

- New Driver Identification Card Checklist
- Taxicab and Vehicle for Hire Service Fees
- Florida Criminal History Request form
- Driver Identification Card Application
- Driver Authorization Letter

Visit our official website at www.leetc.com/taxi to schedule an [appointment](#) to process and issue a Driver Identification Card (appointment confirmation required).



New Driver Identification Card Checklist

- ☐ Complete the Florida Criminal History Information Request form and mail it to Florida Department of Law Enforcement (FDLE)
 - Complete the top and bottom sections of the form
 - Mail the form to:
Florida Department of Law Enforcement
User Services Bureau
Criminal History Services
Post Office Box 1489
Tallahassee, FL 32302-1489
 - Include a check or Money Order in the amount of \$24.00 made payable to FDLE
 - To prevent delays, the information must be legible
 - Note:* The average response time to receive background check results is three weeks.
 - Important information for all drivers:
 - If a driver works for multiple businesses, only one background check is required
 - A Florida Criminal History Information Request form must be submitted to FDLE upon initial application of a Driver Identification Card and every 3 years thereafter
 - ☐ When the results of the background check are received, an employee of the Lee County Tax Collector's (LCTC) office will contact the business and/or driver listed on the bottom of the form to obtain a Driver Identification Card
 - Once notified, the business or driver must visit our official website www.leetc.com/taxi to schedule an [appointment](#)
 - ☐ Complete the application
 - ☐ Remit \$27.00 Non-refundable new driver application fee
 - ☐ Present your current and valid Driver License
 - ☐ Provide a completed Driver Authorization Letter from the business you work for
 - ☐ A Temporary Permit is available – allows the driver to drive a taxicab or vehicle for hire vehicle while waiting for the Florida Criminal History Information Request form results
 - Remit \$7.00 Non-refundable fee
- Note:* The Temporary Permit is valid for 28 days; the driver is only allowed one (1) Temporary Permit.



Taxicab and Vehicle for Hire Service Fees

(New Drivers)

- | | |
|---|---------|
| 1. Driver Identification Card | |
| a. Application | \$27.00 |
| 2. Temporary Permit | |
| a. Temporary Permit | \$7.00 |
| 3. Replacement Driver Identification Card | |
| a. Driver Identification Card | \$7.00 |
| 4. Mail Fee: | |
| a. Driver Identification Card | \$0.50 |

Note: Stolen Driver Identification Card will be replaced at no fee if a law enforcement report is presented.



Florida Department of Law Enforcement
Criminal Justice Information Services
Post Office Box 1489, Tallahassee, FL 32302-1489
(850) 410-8109



Florida Criminal History Information Request

Pursuant to provisions of Chapter 119 and Section 943.053, Florida Statutes

I am requesting Florida criminal history information on the following individual:

Last Name*:	*REQUIRED FIELDS <i>NOTE: INDICATE HISPANIC PERSONS AS WHITE OR BLACK BASED ON SKIN COLOR</i> OPTIONAL INFORMATION Social Security Number Middle Name Other Names Used
First Name*:	
Middle Name:	
Other Names Used:	
Race*: Sex*: Date of Birth*:	
Social Security Number:	

Please provide as much information as possible. The accuracy of the information provided is critical as all searches are based on this information.

Payment Methods

Personal or Business Check – Must include pre-printed name of account holder and mailing address

Money Order – Must be made payable in U.S. Funds

All payments must be made payable to FDLE

Submit completed form along with the required \$24 fee (per inquiry) to:

Florida Department of Law Enforcement
User Services Bureau
Criminal History Services
Post Office Box 1489
Tallahassee, FL 32302-1489

Certified Results

Notary letters certifying the results are available at no additional charge

- ☒ I am requesting certification of criminal history information request results
☐ I am requesting certification of criminal history information request results in Spanish

Mail Criminal History Information Request Results To:

Contact Person: Alan LeBlanc	Street: 2480 Thompson Street
Contact Telephone: 239-533-6000	City: Fort Myers
ORI Number: (if applicable)	State: FL
Date Submitted:	ZIP: 33901

US8-007 (Rev 05-2014)

Complete the following:

- Business Name: _____
- Business Phone #: _____
- Driver Phone #: _____
- Driver Email: _____



Driver Identification Card Application

Driver Name: _____
First Middle Last

Resident Address: _____
Number and Street City State ZIP

Business Phone: _____ Alternate Phone Number: _____

Email: _____ Driver License Number: _____

Social Security Number: _____ Date of Birth: _____

List all taxicab and vehicle for hire businesses you work for and their telephone number: _____

The undersigned hereby makes application for a Driver Identification Card within Lee County under Lee County Ordinance 15-05.

I declare under penalty of perjury that the foregoing is true and correct; that I am in compliance with the above referenced ordinance; and that I possess a valid driver license that authorizes all driving issued by the State of _____.

Driver Signature: _____

Driver Printed Name: _____

Date Signed: _____

Under Florida law, communication, including email address, with our agency is considered public record and may be released upon a public records request.



Driver Authorization Letter

Driver, _____ (driver's first and last name)

is hereby ☐ authorized to drive for my business ☐ no longer authorized to drive for my business

_____(business name)

under Certificate to Operate # _____.

☐ I am hereby requesting an original Driver Identification Card for the above named driver, if eligible.

☐ I am hereby requesting a Temporary Permit for the above named driver, new drivers only.

The Criminal Background check has been requested from FDLE.

I declare under penalty of perjury that the foregoing is true and correct.

Business Owner or Manager Signature: _____

Business Owner or Manager Printed Name: _____

Date Signed: _____