



***Limousine Owner – License Application***  
***Licensing Period – April 1 through March 31***

Application is hereby made to operate a limousine company in accordance with Chapters 163 and 233 of the City Code. The following statements are made with regard to this application.

\_\_\_\_\_ Initial License \_\_\_\_\_ License Renewal

Current Mercantile License Number \_\_\_\_\_ (if application is a renewal)

Full name of applicant: \_\_\_\_\_

Residential address of applicant: \_\_\_\_\_

Telephone No. \_\_\_\_\_ Cell Phone No. \_\_\_\_\_

E-mail address: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Telephone No. \_\_\_\_\_ E-mail: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_

Has your Driver's License ever been suspended or revoked? \_\_\_\_Yes \_\_\_\_No. If yes, please explain.

\_\_\_\_\_  
\_\_\_\_\_

Are you a citizen of the United States? \_\_\_\_\_ Naturalized? \_\_\_\_\_ Date Naturalized: \_\_\_\_\_

Has anyone listed in this application ever been convicted of a crime? \_\_\_\_Yes \_\_\_\_No. If yes, please explain \_\_\_\_\_

Are you currently on parole or probation? \_\_\_\_Yes \_\_\_\_No. If yes, please explain \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**INITIAL LICENSE – The following items must be submitted with your Initial Application (application must be notarized) or it will be deemed incomplete and will not be processed until it is complete.**

- Valid Driver’s License. If you are also going to be a Driver, you must have a valid CDL License.
- Proof of citizenship, i.e. Birth Certificate, Passport or, if you are not a citizen, submit your Permanent Resident Card or Work Authorization Card.
- NJMVC issued Qualification Certificate, which provides a fingerprint and background check for the Owner and/or Manager of the Company. A CCC Casino Vendor Certificate is acceptable.
- New Jersey Business Registration.
- Certificate of Incorporation, LLC or Trade Name Certificate.
- Municipal Clerk Certification (If principal place of business is other than Atlantic City and company declares, via notarized document, that Atlantic City is its principal place of business for limousine service.
- Federal Tax ID Number (IRS CP575)
- New Jersey Certificate of Authority to Collect Taxes.
- Certificate of Insurance (\$1,500,000.00) naming the City of Atlantic City as Certificate Holder.
- Insurance Card (original and copy)
- Vehicle Registration (Business or Lessee name only)
- Copies of vehicle lease agreements, if applicable.
- Rates/Fares Schedule.
- List of Vehicles giving license plate number, make, model, year, color and VIN number.
- List of Limousine Drivers stating name, address, date of birth and driver’s license.
- NJMVC Qualification Certifications for each driver must be attached.
- List of two-way communication devices per vehicle (Cell phone number, two-way radio systems must comply with City Code Chapter 233-13.
- Upon approval of your application,(calculate your fee below) submit payment in the form of cash, check or money order:

Business License	\$ 50.00
No. of Vehicles - _____ x \$10.00	_____
<b>Total amount due</b>	<b>\$_____</b>

**LICENSE RENEWAL – If there are no changes to the documents submitted with your Initial License Application and up-dates during the year, you only need to submit the following with your notarized application.**

- Valid Driver’s License (you only need this if what you submitted last year has expired or if you have changed your address). **PLEASE NOT THAT SHOULD YOUR ADDRESS CHANGE YOU NEED TO NOTIFY THE MERCANTILE OFFICE IMMEDIATELY OF YOUR NEW ADDRESS.**
- Proof of citizenship, i.e. Birth Certificate, Passport or, if you are not a citizen, submit your Permanent Resident Card or Work Authorization Card. (you only needs this if what you submitted last year has expired and been renewed).
- Municipal Clerk Certification (If principal place of business is other than Atlantic City and company declares, via notarized document, that Atlantic City is its principal place of business for limousine service.

- Certificate of Insurance (\$1,500,000.00) naming the City of Atlantic City as Certificate Holder.
- Insurance Card (original and copy)
- Vehicle Registration (Business or Lessee name only)
- Rates/Fares Schedule.
- List of Vehicles giving license plate number, make, model, year, color and VIN number.
- List of Limousine Drivers stating name, address, date of birth and driver's license.
- NJMVC Qualification Certifications for each driver must be attached.
- List of two-way communication devices per vehicle (Cell phone number, two-way radio systems must comply with City Code Chapter 233-13.
- Upon approval of your application (calculate your fee below) submit payment in the form of cash, check or money order:

Business License	\$ 50.00
No. of Vehicles - _____ x \$10.00	_____
<b>Total amount due</b>	<b>\$_____</b>

**CHECKS OR MONEY ORDERS ARE TO BE MADE PAYABLE TO THE  
"CITY OF ATLANTIC CITY".**

**AFFIDAVIT**

State of \_\_\_\_\_

County of \_\_\_\_\_

I, \_\_\_\_\_, being of full age, and being duly sworn, upon my oath according to the law, deposes and says that I have read the foregoing application and the statements therein are true and I have signed the same. I am aware that falsification of this application could result in suspension, revocation, or cancellation of my license.

\_\_\_\_\_  
Signature of Applicant

Sworn and subscribed to before me  
this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public

**For use of the Mercantile License Section**

This application has been reviewed, deemed complete and accepted by \_\_\_\_\_  
on \_\_\_\_\_, 20 \_\_\_\_\_.

Approved on: \_\_\_\_\_ Denied on: \_\_\_\_\_ By: \_\_\_\_\_  
Mohammed Z. Islam, Assistant Director of Licenses

Approved on: \_\_\_\_\_ Denied on: \_\_\_\_\_ By: \_\_\_\_\_  
Dale L. Finch, Director  
Department of Licensing & Inspections