

NOTE: ALL DRIVERS WORKING UNDER A TRANSPORTATION FOR HIRE COMPANY PROVIDING TRANSPORTATION FOR HIRE SERVICE IN THE CITY OF DALLAS MUST OBTAIN A DRIVER'S PERMIT AND A VEHICLE PERMIT TO BE IN COMPLIANCE WITH CITY OF DALLAS CHAPTER 47A- TRANSPORTATION FOR HIRE.

- If you already have an account set up **LOG IN**.
 - Or if you are a new user select the <u>REGISTER NOW</u> option, make sure you fill out all required fields with red asterisk (*) and select CREATE USER.
- You will receive a confirmation email, please click on the link provided on the bottom of the email.

*T.F.H. DRIVER PERMIT:

- Select: Apply for or renew a Driver's Permit.
- Select Start a New Application.
- Select Begin the online application and fill out all required fields with red asterisks.
- On #6 select "YES" if you want the City of Dallas to conduct your background check. If you select "NO" you will be responsible to provide a background from one of these approved parties: HIREASE, ACCURATE or CASTLE BRANCH.
 - o It must be no more than 30 days old
- After you complete your online application on the bottom left corner select Review Fees_and submit your application.
- The amount due is going to appear in the middle of the screen. If you want the City of Dallas to conduct your background check the amount due will be **\$53.00** (if you selected "NO" on #6 amount due is \$30.00).

ATTENTION: Backgrounds checks take an average of 2-3 weeks, if approved you will receive your driver's permit via e-mail; check clutter or junk emails. After you receive your driver's permit, you may apply for a vehicle permit by visiting the website provided and logging in with the same account you created to apply for your driver's permit.

*T.F.H. VEHICLE PERMIT:



- Select: Register or Renew Vehicle Decal (permit).
- Select: Start a New Application.
- Select Begin the online application and fill out all required fields with red asterisks.
- Submit application with the required documents (upload documents or in person)
 - Current Texas vehicle registration document with VIN #
 - o If not first vehicle permit, a City of Dallas transportation for hire inspection is required.
 - See website to locate an Approved Inspection Stations.
- Pay \$3 \$6 online after receiving notification or in person when you pick up your vehicle permit.
- You must pick up your vehicle permit MONDAYS, WEDNESDAYS, and FRIDAYS from 8:30 a.m. 1:00 p.m.

^{*}Transportation-for-Hire