



**City of Dallas**

**DOCKLESS VEHICLE PERMIT APPLICATION**

**Application Type (check one):**  New       Renewal       Amendment  
**Dockless Vehicle Type (check all that apply):**  Bicycle       Scooter  
 Other: \_\_\_\_\_

**Entity Information**

Name of Dockless Vehicle Operator			
Owner Name			
Corporate Headquarters Mailing Address			
Phone Number 1		Phone Number 2	
Email Address			
Website			
Business Formation	<input type="checkbox"/> Corporation	<input type="checkbox"/> Association	

**Local Operations Information**

Contact Name			
Mailing Address			
Phone Number			
Email Address			
Dockless Vehicle Fleet Size	Quantity of Bikes	Quantity of Scooters	Quantity of Other

**Applicant certifies that all Dockless Vehicles meet the following criteria:**

<input type="checkbox"/>	I have read the Dockless Vehicle Ordinance and the Motorized Scooter Ordinance..
<input type="checkbox"/>	I understand the Dockless Vehicle Permit expires one year (12 months) from date of issue.
<input type="checkbox"/>	Bicycles must meet the safety standards outlined in ISO 43.150 – Cycles, subsection 4210, as amended.
<input type="checkbox"/>	All dockless vehicles shall meet the requirements in the Texas Transportation Code, including lights and reflectors, and all other local, state, and federal requirements.
<input type="checkbox"/>	Each dockless vehicle must display the emblem of the operator along with a unique identification number.
<input type="checkbox"/>	All dockless vehicles shall be sturdy and of high quality built to withstand the effects of weather and constant use for at least five (5) years.
<input type="checkbox"/>	Dockless vehicles must be equipped with active global positioning system technology.

<input type="checkbox"/>	Contact information of the dockless vehicle operator shall be on every vehicle including phone number and website.
<input type="checkbox"/>	Any inoperable dockless vehicle, or any dockless vehicle that is not safe to operate shall be removed from the Right-of-Way within 24 hours after notice from the City, and shall be repaired before the dockless vehicle is returned to revenue service.
<input type="checkbox"/>	Dockless vehicles must not display third party advertising.
<input type="checkbox"/>	Dockless vehicles must not be equipped with spoken word alarm systems.

**Applicant certifies that the proposed Dockless Vehicle system meets the following operation criteria:**

<input type="checkbox"/>	Customers will be notified of local traffic laws.
<input type="checkbox"/>	Customers will be educated on how to safely ride and operate dockless vehicles.
<input type="checkbox"/>	Communication will be sent to customers if the dockless vehicles are left in non-permitted areas.
<input type="checkbox"/>	A staffed operations center will be established prior to permit issuance.
<input type="checkbox"/>	Dockless vehicles may not be deployed on a block where the sidewalk is less than 96 inches in width, or on a block that does not have sidewalks.
<input type="checkbox"/>	Dockless vehicles shall not be parked at the corners of sidewalks or within five (5) feet of crosswalks or curb ramps or within the visibility triangle as defined in the visual obstruction regulations section of the Dallas City Code (Article IV SEC. 51A-4.602).
<input type="checkbox"/>	Dockless vehicles shall not inhibit pedestrian movement or ADA access within Right-of-Way and other City Property.
<input type="checkbox"/>	Dockless vehicles in the fleet shall be parked on the sidewalk, or other hard surface, or at a public bicycle rack, or at another City-owned location.
<input type="checkbox"/>	Dockless vehicles may not be parked in a manner that would reduce the minimum clear width of a sidewalk to less than 48 inches.
<input type="checkbox"/>	Dockless vehicles must be rebalanced a minimum of once (1) a week.
<input type="checkbox"/>	A dockless vehicle that is parked in a residential area may remain in the same location for up to 48 hours if it is parked in accordance with this section. An operator shall relocate or rebalance a dockless vehicle parked in a residential area after receiving a citizen request or complaint.
<input type="checkbox"/>	Dockless vehicles shall be parked in a manner to not impede access to entrances to private property, driveways, or other entry points.
<input type="checkbox"/>	Dockless vehicles may not be parked in a way that blocks: <ul style="list-style-type: none"> <li>(1) Transit stops, shelters, or platforms.</li> <li>(2) Commercial loading zones.</li> <li>(3) Railroad tracks or crossings.</li> <li>(4) Passenger loading zones or valet parking service areas.</li> <li>(5) Disabled parking zones.</li> <li>(6) Street furniture that requires pedestrian access (for example, benches or parking pay stations).</li> <li>(7) Building entryways.</li> <li>(8) Vehicular driveways.</li> </ul>
<input type="checkbox"/>	Any dockless vehicle found and retrieved by the City in a stream, lake, or other water body shall be deemed unsalvageable and may be immediately discarded.
<input type="checkbox"/>	Dockless vehicles that are deployed or parked in an incorrect manner must be re-parked or removed by the operator within two hours of receiving notice from the director on weekdays between 6:00 a.m. and 6:00 p.m. (excluding holidays) and within 12 hours of receiving notice from the director at all other times.

<input type="checkbox"/>	Dockless vehicles may be parked on private property only with the permission of the private property owner.
<input type="checkbox"/>	Dockless vehicles shall not be parked on a City roadway unless provided permission from the Director.
<input type="checkbox"/>	Dockless vehicles parked along multi-use trails shall only be parked at trailheads or other areas identified by the City.
<input type="checkbox"/>	Applicant shall notify City of any changes to contact information within 24-hours.
<input type="checkbox"/>	The number of dockless vehicles in a fleet must be commensurate with the expected level of service.

**Applicant acknowledges and agrees to all of the following fees and performance bond costs:**

<input type="checkbox"/>	<p>Permit Fee:          Permittee shall the City the sum of EIGHT HUNDRED AND EIGHT DOLLARS (\$808.00) upon submission of the application.</p>												
<input type="checkbox"/>	<p>Vehicle Fee:          Permittee shall pay a per vehicle fee based on the following requirements:</p> <table border="1" data-bbox="349 787 1339 997"> <thead> <tr> <th>Number of Dockless Vehicles</th> <th>Fee</th> </tr> </thead> <tbody> <tr> <td>1-100</td> <td>\$2,100</td> </tr> <tr> <td>101-200</td> <td>\$4,200</td> </tr> <tr> <td>201-300</td> <td>\$6,300</td> </tr> <tr> <td>301-400</td> <td>\$8,400</td> </tr> <tr> <td>401-500</td> <td>\$10,500</td> </tr> </tbody> </table> <p>Fee per dockless vehicle in excess of 500 is \$21          Fees are assessed at 100% of each range          Each range increases by an increment of \$2,100</p>	Number of Dockless Vehicles	Fee	1-100	\$2,100	101-200	\$4,200	201-300	\$6,300	301-400	\$8,400	401-500	\$10,500
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101-200	\$4,200												
201-300	\$6,300												
301-400	\$8,400												
401-500	\$10,500												
<input type="checkbox"/>	<p>Performance Bond:          Upon submission of application, the Permittee shall provide \$10,000 performance bond or irrevocable letter of credit approved as to form by the city attorney to hold for the term of this Permit. In the event of default and termination as described in Terms and Conditions in the Dockless Vehicle Ordinance, the City may use such funds to remove or dispose of the dockless vehicle fleet or any part thereof or repair City property that was damaged by the Permittee or its customers or invitees. At the conclusion of the term of this Permit, the City will return such funds to Permittee or its designee within thirty days after the City receives a written request for a refund from the Permittee.</p>												

**Required Attachments:**

- A copy of entity formation documents establishing the business and the name and address of each person with a 20 percent or greater ownership interest in the business.
- Insurance certificate(s) indemnifying City of Dallas, proof of liability insurance required by Article X Chapter 43 SEC. 43-170, and the performance bond or irrevocable letter of credit required by Article X Chapter 43-173.
- Proof that general liability policy include a manuscript endorsement which specifically verifies motorized scooters are NOT excluded.
- Permit application fee of \$808 (\$404-renewal) and the appropriate vehicle fee required by Article X Chapter 43-172.

**Certification:** I (We), the undersigned, do hereby make an application for Dockless Vehicle Operators Permit, and understand that all the required information must be supplied for this application to be considered complete and valid. Additionally, the Dockless Vehicle system will operate under the requirements described in Chapter 28, “Motor Vehicles and Traffic,” Section 28-41.1 and Chapter 43, “Streets and Sidewalks,” Article X, “Dockless Vehicle Permit”, in addition and/or notwithstanding the requirements outlines elsewhere in this permit application. Permits are valid for one year from date of issue.

\_\_\_\_\_  
Owner/Operator Signature

\_\_\_\_\_  
Date

**Permit Application, Associated Fees, Performance Bond Documents, and All Appropriate Documents Should Be Submitted to:**

City of Dallas  
 Department of Transportation, L1BS  
 Attn: Jared White  
 1500 Marilla Street  
 Dallas, Texas 75201

**Intake Information (Staff Only)**

<b>Application Date Received:*</b>	<b>Received by:</b>
<b>Date Verified Payment of Taxes:</b>	<b>Verified by:</b>
<b>Application Fee Payment Date Received:*</b>	<b>Received by:</b>