

NB - Section 124, 125, 126 and 127 of the Road Traffic Regulations and section 22 of the Road traffic (Taxis and Contract Cars) Regulations requires “that any person who operates a PPV either as a Driver or Conductor MUST have a badge.”



REQUIREMENT SHEET FOR RE-APPLICATION (RENEWAL) ROUTE TAXI

1. K1 Application form obtainable any of the following Transport Authority Offices:
 - a. 119 Maxfield Avenue, Kingston 10
 - b. Sagicor Complex, Unit U, Freeport Montego Bay, St. James
 - c. Shop 48 Caledonia Court Plaza, 29-31, Caledonia Road, Mandeville, Manchester
 - d. 26 Caribbean Park, Balmoral Heights, St. Mary
 - e. St. Margaret's Bay, Portland
 - f. Swansea District, Clarendon
 - g. Barracks Road, Savanna-la-Mar, Westmoreland
2. The original and photocopy of **current**
 - a. Registration Certificate
 - b. Certificate of Fitness
 - c. Insurance Certificate/Cover Note
3. Copy of owner(s) ID (Drivers Licence/National Identification/Passport)
4. Taxpayer Registration Number (TRN) obtainable at Tax Administration Jamaica.
5. Original Road Licence or Police Report for lost/stolen Road Licence.
6. In the case of a company, the company seal must be affixed to the application. Memorandum and Articles of Association and the Certificate of Incorporation must be attached.
7. Visit the Transport Authority's Inspection site: All motor vehicle should be affixed with the checkered colour coded strip and globe before proceeding to the inspection site. **Vehicle will be inspected before the payment is made. "Check Sheet" will be completed and submitted with the application.**
8. The Re-Application Fee is **Twelve Thousand Dollars (\$12,000.00)**. Payment options are as follow:
 - Paymaster or Bill Express Locations island-wide
 - National Commercial Bank (N.C.B.) vouchers (obtainable at the TA offices).

Late renewal (effective June 3, 2019) will attract a fee of Ten Thousand Dollars (\$10,000.00).

FOR COLLECTION OF ALL ROAD LICENCES/CERTIFICATES, THE FOLLOWING APPLY:

APPLICANT – Owners Identification (Passport, Voter's ID, Drivers Licence), Transport Authority's **original** Receipt.

BEARER – Bearer's ID (Passport, Voter's ID, Drivers Licence), authorization letter signed & stamped by a Justice of the Peace and the Transport Authority's **original** receipt.

NB - Section 124, 125, 126 and 127 of the Road Traffic Regulations and section 22 of the Road traffic (Taxis and Contract Cars) Regulations requires “that any person who operates a PPV either as a Driver or Conductor MUST have a badge.”

IN THE CASE OF A COMPANY: A letter signed & stamped by the authorized personnel from the company, Bearers ID & Transport Authority’s receipt.

- + Refunds: Where applicable, a request for refund must be submitted within two (2) years of the application date. The non-refundable application fee will be deducted from the amount refundable.**
- + A letter of authorization from the Route Taxi Association with stamp affixed should accompany all other requisite documents for collection of road licence.**
- + Motor vehicles 15 years and older (motor cars); and 20 years and older (buses) should obtain a Preliminary Inspection from the Transport Authority before being taken to the ITA (Examination Depot) to obtain a Structural Safety Report.**