

REQUIREMENTS & DOCUMENTATION
For
JAMAICA TOURIST BOARD
CONTRACT CARRIAGE LICENCE FOR
DOMESTIC TOUR OPERATOR

- ❑ COMPLETED APPLICATION FORM WITH REQUIRED DOCUMENTATION SUBMITTED TO MANAGER, LICENCE PROCESSING UNIT, TPDCo
- ❑ COPY OF PUBLIC LIABILITY INSURANCE FOR VEHICLE AND COMPANY
- ❑ LIST OF DRIVERS EMPLOYED
- ❑ COPY OF VALID DRIVER'S LICENCE FOR EACH DRIVER
- ❑ LIST OF VEHICLES IN FLEET TO INCLUDE: YEAR, TYPE, MODEL, CHASSIS NUMBER , ENGINE NUMBER AND SEATING CAPACITY
- ❑ COPY OF VEHICLE FITNESS CERTIFICATE
- ❑ COPY OF CURRENT ROAD LICENCE (CONTRACT CARRIAGE) FOR VEHICLE
- ❑ COPY OF CURRENT TAX REGISTRATION NUMBER (TRN) (Company and Drivers)
- ❑ COPIES OF MOTOR VEHICLE'S REGISTRATION CERTIFICATION
- ❑ ONE RECENT PASSPORT SIZE PICTURES OF DRIVERS
- ❑ TEAM JAMAICA CERTIFICATE FOR EACH DRIVER
- ❑ COPY OF CURRENT CONTRACT LETTER FROM EITHER: (A) JTB LICENSED ENTITY (B) AIRPORT (C) CRUISE LINE (D) CRUISE SHIP OR (E) A SAMPLE OF LAST FOUR (4) MONTHS OF LAST ON-LINE OR INTERNET CONTRACTS/ CONFIRMATION TRANSACTION FROM PERSONS WITH TOURISM RELATED INTERESTS ARE TO BE SUBMITTED. **(NEW REQUIREMENT)**
- ❑ TPDCo. ASSEMENT RECOMMENDATION

ALSO, ALL GOVERNMENT STATUTORY REQUIREMENTS MUST BE MET AND ADHERED TO.

LICENCE CONSISTS OF:

- JTB LICENCE
- JTB DECAL FOR EACH VEHICLE
- JTB DRIVER'S ID

Revised September 17, 2014