

**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
  
- ❑ 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 January 14, 2016**