

REQUIREMENTS & DOCUMENTATION
For
JAMAICA TOURIST BOARD
CONTRACT CARRIAGE OPERATOR
LICENCE

- ❑ COMPLETED APPLICATION FORM WITH REQUIRED DOCUMENTATION SUBMITTED TO MANAGER, LICENCE PROCESSING UNIT, TPDCo
- ❑ COPY OF PUBLIC LIABILITY INSURANCE FOR VEHICLE
- ❑ LIST OF DRIVERS EMPLOYED
- ❑ COPY OF VALID DRIVER'S LICENCE (Owner and Driver)
- ❑ LIST OF VEHICLE IN FLEET INCLUDING YEAR, TYPE, MODEL, CHASSIS NUMBER , AND SEATING CAPACITY
- ❑ COPY OF VEHICLE'S FITNESS CERTIFICATE
- ❑ COPY OF VALID ROAD LICENCE (CONTRACT CARRIAGE) FOR VEHICLE
- ❑ COPY OF CURRENT TAX REGISTRATION NUMBER (TRN) (Owner and Driver)
- ❑ COPY OF MOTOR VEHICLE REGISTRATION CERTIFICATION
- ❑ TEAM JAMAICA CERTIFICATION FOR DRIVER AND OWNER
- ❑ TPDCo. ASSESSMENT RECOMMENDATION
- ❑ POLICE RECOMMENDATION LETTER (INSPECTOR AND ABOVE) OR POLICE REPORT FOR OWNER AND DRIVERS
- ❑ ONE (1) RECENT PASSPORT SIZE PICTURE OF DRIVERS
- ❑ RECOMMENDATION LETTER FROM THE MEMBER ORGANIZATION (eg. JUTA, JCAL, MAXI)
- ❑ 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**)

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