

**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
- TRANSPORT AUTHORITY OF JAMAICA/TPDCo. ASSESSMENT RECOMMENDATION
- POLICE RECOMMENDATION LETTER (INSPECTOR AND ABOVE) OR POLICE REPORT FOR OWNER AND DRIVERS
- ONE (1) RECENT PASSPORT SIZE PICTURE OF DRIVERS
- MEMBERSHIP LETTER WITH MEMBERSHIP NUMBER FOR MEMBER AND DRIVER FROM THE MEMBER ORGANIZATION (eg. JUTA, JCAL, MAXI)

***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**