



Clerk of the Board of Supervisors

Lynna Monell
Clerk of the Board of Supervisors

Information for Taxicab Business License Applicants

License clarification

A taxicab service permit issued by the San Bernardino County Clerk of the Board is required to operate any taxicab service within the unincorporated area of San Bernardino County.

License Requirements

- Completed Application
 - Copy of ID
 - Articles of Incorporation (if applicable)
 - Evidence of public liability insurance
 - Vehicle registrations
 - Sheriff's Department Background Check
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Background Check

Each applicant must be fingerprinted via Live Scan, and have a background check completed through the San Bernardino County Sheriff's Department. Applicants will submit their completed application to the Sheriff's Department/Records Division and pay the applicable fees charged by the Sheriff. The Sheriff, upon approval, will indicate this on page 3 of the application.

Approval from the Sheriff's Department is required prior to issuance of a license by the Clerk of the Board. Please contact the Sheriff's Department at the following location.

Sheriff's Department/Records Division
655 East Third St., San Bernardino
(909) 888-5916

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Information for Taxicab Business License Applicants, Continued

**Application
Submission**

After approvals and verification of Live Scan have been obtained, submit the application, in person, to the office of the Clerk of the Board.

Fees

The following fees are required when applying for a taxi business license. Fees are nonrefundable and the Schedule of Fees can be found at www.sbcounty.gov/cob.

- Application fee, paid when submitting the application.
 - Initial license fee, paid when the first license is issued.
 - Renewal fee, paid each year when the license is renewed.
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**Photo
Identification**

A current government issued photo identification, such as a California Driver License or ID card, must be presented to establish identity and proof of age.

Photos

The Clerk of the Board staff member will take the applicant's photo, which will be placed on the business license.

**Issuance and
duration of
business license**

A taxi business license will be issued after all applicable agencies have given approval and the applicant has paid all applicable fees. The license will be valid for a period of one year.

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