

## PROCESS: VEHICLE PHASE OUT WAIVER APPLICATION PROCESS

<b>Process Owner:</b>	DC Taxi Cab Commission
<b>Purpose:</b>	Operationalize the vehicle age waiver process.
<b>Authority</b>	<b>DCMR Title 31 Chapter 6, Section 609.TAXICABS AND PUBLIC VEHICLES FOR HIRE. TAXICAB PARTS AND EQUIPMENT</b>
<b>Expected Outcome:</b>	Approval or denial of a one (1) time extension of time or waiver from the removal schedule at § 609.2 (a). The decision will be based on not only the mechanical, safety, and aesthetic condition of the vehicle but also the reason for requesting a waiver. Approved vehicles will be permitted to operate for a maximum of three (3) years or any lesser period.
<b>Data Sources:</b>	Vehicle owner, auto inspection provider, DCTC, and DMV.
<b>Key dates</b>	Effective immediately through December 31 <sup>st</sup> – waiver petition applications accepted and applicants notified of application decision (no applications accepted after December 31 <sup>st</sup> for vehicles subject to removal beginning January 1 <sup>st</sup> ).
<b>Instructions:</b>	<ol style="list-style-type: none"> <li>1. Vehicle owner submits a notarized application with a processing fee of \$50 and the following attachments <ol style="list-style-type: none"> <li>a. An auto inspection report from a National pre-purchase auto inspection service registered with the BBB or a local (DC, MD, VA) based automotive dealership that certifies vehicles as pre-owned according to manufacturer specifications or an auto inspection service provider with real-time onboard diagnostic monitoring and reporting technology. Auto inspection report must cover a minimum 150 point inspection. Samples of the auto inspection report are attached.</li> <li>b. Taximeter calibration report from DCTC certified meter shop.</li> <li>c. Dome light inspection report from a DCTC certified meter shop.</li> </ol> </li> <li>2. Auto inspection service provider electronically submits via email an initial auto inspection report and a quarterly email alert of any mechanical and safety failure not corrected by the vehicle owner for more than a month. The report must be submitted to <a href="mailto:dctcreports@dc.gov">dctcreports@dc.gov</a></li> <li>3. DCTC reviews application and provides a decision in writing within 30days.</li> <li>4. Approved applicants are provided a Certificate of Waiver from DCTC.</li> </ol>