



King County
Records and Licensing Services Division
500 4th Avenue, Room 401
Seattle, WA 98104
E-mail: ForHireDriver@kingcounty.gov
Website: www.kingcounty.gov



TRANSPORTATION NETWORK COMPANY (TNC) LICENSE APPLICATION

Please complete all parts of this application. Incomplete applications and applications with material misstatements or omissions will be denied [KCC 6.64.231] [SMC 6.310.265]. Please submit the completed application, as a PDF, and all requested attachments to the Director by e-mail (Forhiredriver@kingcounty.gov).

TNC OWNERSHIP INFORMATION [KCC 6.64.221] [SMC 6.310.260]

Please attach a photocopy of the incorporation papers filed with the Washington Secretary of State, if any. Attach additional sheets for all additional officers, directors, general and managing partners if necessary and list any aliases.

LOCAL TNC REPRESENTATIVE [KCC 6.64.221] [SMC 6.310.260]

Legal Name								
Business Entity Type (e.g., corporation, partnership, cooperative association, individual etc.)					State of Incorporation			
If applicant is an individual include date of birth DOB:								
Trade Name								
Additional Trade Name (s)								
Unified Business Identifier (State of Washington)								
Full Name	Title	Business Address (home address if no business address)	City	State	Zip	DOB:	Business Phone	Email

* If there are additional TNC representatives, please attach list to application

TNC PERSON(S) VESTED WITH AUTHORITY TO MANAGE OR DIRECT THE AFFAIRS OF THE LEGAL ENTITY IN KING COUNTY AND CITY OF SEATTLE OR TO BIND THE LEGAL ENTITY IN DEALINGS WITH THIRD PARTIES [KCC 6.64.221] [SMC 6.310.260]

Full Name	Title	Business Address (home address if no business address)	City	State	Zip	DOB:	Phone

BUSINESS OFFICE INFORMATION [KCC 6.64.221] [SMC 6.310.260 and 6.310.270]

Street Address	
Mailing Address (if different from	
Hours of Operation and Days Open (9am- 5pm, on all non-holiday	
Phone (with area code)	
Fax (with area code)	
Customer Complaint hotline	
E-mail address	
Website	

INSURANCE COVERAGE FOR AFFILIATED VEHICLES [KCC 6.64.211] [SMC 6.310.260 and RCW 46.72.050]

Insurance Policy	Insurer Name	Address	City	State	Zip	Phone	Liability Coverage	Underinsured Motorist

INSURANCE

King County and the City of Seattle will review submitted insurance documents based on the requirements specified in KCC 6.64.211 and SMC 6.310.260. Please note, complete insurance policy and any related driver contracts, if applicable, must be submitted. The policy must be valid for vehicles affiliated with the TNC. A certificate of insurance shall not be accepted as evidence of insurance.

TNC APPLICATION DISPATCH SYSTEM (ADS) AND TRANSPARENCY OF RATES [KCC 6.64.221 and 6.64.760] [SMC 6.310.260 and 6.310.530]

King County partners with the City of Seattle for ADS testing and approvals.

Has the applicant submitted documentation and/or given a physical demonstration that its rate structure is transparent to the rider prior to confirming the ride? ☐ Yes ☐ No

Has the documentation been approved by the City of Seattle? ☐ Yes ☐ No Date of Approval:

Please describe how your company will complete the annual driver background check application requirement:

Please describe how your company will complete the new for hire driver training requirements:

Please describe how your company will complete the initial for hire driver exam requirements:

I understand that in addition to the for hire training requirement, companies must require new drivers to complete a defensive driving course with the National Safety Council. Yes No

Please include with this form your company non-discrimination policy and describe how the policy is incorporated into the company/driver relationship.

TRADE DRESS FOR TNC AFFILIATED VEHICLES [KCC 6.64.221] [SMC 6.310.265]

Please attach a photo of the trade dress the applicant proposes to use, if any, for each affiliated driver’s vehicle.

Vehicle Trade Dress Description:

King County partners with the City of Seattle for quarterly reporting and remittance of fees from for-hire transportation service companies

FEES [KCC 4A.750] [SMC 6.310.150 and 6.310.175]

Fee Amount		Fee Explanation
King County	City of Seattle	
\$0.35	\$0.14	King County TNC Fee - A transportation network company shall pay a quarterly fee of thirty-five cents per ride on a schedule determined by the director for all rides originating in Unincorporated King County; or any municipality that contracts with the county for the county to license transportation network companies that operate in the municipality.
		City of Seattle TNC Fee - Company license, vehicle endorsement, and for-hire driver's license fee for all TNC's will be determined based on \$0.14 charge for every TNC ride originating within the City of Seattle.
\$0.10	\$0.10	King County Wheelchair Accessible Surcharge - A Transportation Network Company shall pay a wheelchair accessibility fee surcharge of the amount in K.C.C. 4A.750.100 C and D for all rides originating in Unincorporated King County; or any municipality that contracts with the county for the county to license taxicabs, for-hire vehicles or transportation network companies that operate in the municipality.
		City of Seattle Wheelchair Accessible Surcharge- A Transportation Network Company shall pay a fee surcharge of \$0.10 per ride for all rides originating in the City of Seattle.

CERTIFICATION BY TNC REPRESENTATIVE [KCC 6.64.221 and 6.64.231] [SMC 6.310.265]

I understand that incomplete information or information that includes a misstatement or omission of material fact will be denied.

Signature of TNC Representative

Date