

# Louisiana Public Service Commission

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## Driver Application Rules and Instructions (LPSC Form D-7175)

Pursuant to General Order dated December 28, 2011 amended April 25, 2012, all Operator/Drivers of Common or Contract Carriers of Passengers or Dispatch Taxicab Carriers, shall be registered with the LPSC in the following manner; The Business Entity must complete an approved Application with the LPSC for each of its Operator/Drivers; All Operator/Drivers must be at least 18 years of age; All Operator/Drivers must produce a valid government issued ID to the LPSC; All Operator/Drivers must have a valid state issued Chauffeur's License or Commercial Drivers License that authorizes the transportation of passengers; All Operator/Drivers must be able to speak, read, write and understand the English language; All Operator/Drivers must be familiar with the following: a)The geography, streets, and traffic regulations of any geographical area that the Operator/Driver will operate in and provide services to; and b) The rules and regulations of the Louisiana Public Service Commission; All Operator/Drivers must be of good moral character; All Operator/Drivers must agree to accept service of any sort of notice or legal process issued by any agency of the State of Louisiana upon the Operator/Drivers at the Operator/Drivers Mailing Address; and The Business Entity must remit an annual fee of \$10.00 per Operator/Driver, with their application/registration to the Louisiana Public Service Commission.

- All renewal driver applications must be submitted by the Business Entity and register annually by completing the attached form for each driver; pay an annual fee of \$10.00 per driver and mailing to the above address. **MAKE COPIES OF APPLICATION AS NEEDED** (Method of payment shall be by the Business Entity's company check or by certified funds only. Please submit only one check for all applications when possible.)
  - Every application must attach a legible valid copy of the driver's state issued Chauffeur's License or Commercial Drivers License (CDL) that authorizes the transportation of passengers. **(FRONT & BACK)**
  - If the driver is a non-employee of the business such as an Independent or Contract Driver, they must also attach a copy of the driver's individual Certificate of Liability Insurance.
- The Business Entity must attach a copy of their Employers' Quarterly Wage & Tax Report (LWC ES4) filed with the Louisiana Workforce Commission to identify which drivers are employed by the Business Entity.

It is the responsibility of the Business Entity to inform the Commission in writing when a driver is no longer employed or working under a contract with the Business Entity during any registration year and to add any new drivers by completing a new driver application and sending to the Commission with the \$10.00. All driver applications must be renewed annually by submitting an application and the \$10.00 per driver fee on or before January 31st each year.

