

2 – Nature of the application

Check the box corresponding to your application:

Sections to be completed

Permit application

3A, 3B, 3C, 4, 5

Permit renewal

3D, 4, 5

3 – Description of the application

A - Territory

Enter the name of the servicing area covered by the application:

B - Term of the permit (maximum of 5 years)

Number of years

C - Periodicity (call dispatching)

24 hours per day, 7 days per week

Specific hours

Number of hours per day

Start time

End time

Specific days

Number of days per week

Indicate the days:

Monday

Friday

Tuesday

Saturday

Wednesday

Sunday

Thursday

D – Permit number involved

Number

4 – Criminal or indictable offences

In the last 5 years, I have been found guilty of a criminal offence or an indictable offence:

In connection with the use of a permit for transportation by taxi or a taxi transportation services intermediary's enterprise:

No Yes

Related to the required aptitudes and qualified conduct to operate a taxi transportation services intermediary's enterprise (for example: sexual offence, theft, fraud, violent behaviour, criminal conduct with a motor vehicle, offences related to drugs and narcotics):

No Yes

5 – Declaration and signature

I declare that all the information provided is true and accurate.

Applicant's signature

Name in block letters

Year

Month Day

False declaration

Any person who makes a false declaration or provides false information is guilty of an offence and is liable to the penalties provided under the Act and penalization by the Commission, in addition to costs.

Required documents

You must provide the required documents. Without them, the processing of your application may be delayed and a decision could be rendered based on the partial information available in the file.

If you are a legal person, a partnership or a co-owner, you must attach:

- ✓ A list of your shareholders, partners, co-owners including identification of the natural persons. This list must contain the following information: last name and given name, driver's permit number along with the number of shares held by each shareholder or the percentage of assets for each partner and co-owner;
- ✓ Resolution authorizing the filing of the application (for the legal person or co-ownership).

If you are a natural person, you must attach (only upon your first application):

- ✓ Copy of your driver's permit.

As the case may be, you must attach the following documents:

Application permit

- ✓ A copy of the internal draft by-law you intend to impose on the taxi owner's permit holders and the taxi drivers who will use your services;
- ✓ A copy of the contract you intend to conclude with the taxi owner's permit holders and the taxi drivers who will use your services;
- ✓ A document establishing that you have the knowledge or experience qualifying you to operate a business as a taxi transportation service intermediary;
- ✓ An inventory of your human, material and information resources with a view to establishing your capacity to administer a business as a taxi transportation service intermediary;
- ✓ A document establishing that the services you intend to offer meet a need in the servicing area contemplated in Section 3A of this form, particularly in regard to the trips required by handicapped persons;
- ✓ Any other relevant document in support of your application.

Permit renewal

- ✓ A copy of the internal draft by-law you intend to impose on the taxi owner's permit holders and the taxi drivers who will use your services;
- ✓ A copy of the contract you intend to conclude with the taxi owner's permit holders and the taxi drivers who will use your services;
- ✓ An inventory of your human, material and information resources with a view to establishing your capacity to administer a business as a taxi transportation service intermediary.

Fees

In order to determine the amount of the payment that you should send with your application, please consult the form “[Fees-Taxi](#)” (CTQ-342A) that is available on our website. The various ways to make the payment are also mentioned on the form.

For a permit renewal, the amount payable is available on your renewal notice.

Submit your application

Send the signed form along with the payment and the required documents:

By secure email	www.ctq.gouv.qc.ca/en/to_reach_us	
By Fax	514 873-4720 or 418 644-8034	
By mail	Commission des transports du Québec 200, chemin Sainte-Foy, 7 th floor Québec (Québec) G1R 5V5	
In person	545, boulevard Crémazie East 10 th floor, Office 1000, Montréal	200, chemin Sainte-Foy, 7 th floor, Québec

To reach us

Internet address	www.ctq.gouv.qc.ca
By phone	Montreal area : 514 873-6424 All other areas : 1 888 461-2433