



Municipal Licensing and Standards
Fiona Chapman
Director, Business Licensing and Regulatory
Services

Marcia Stoltz
Manager, Vehicle for Hire

850 Coxwell Ave 3rd Floor
Toronto, Ontario, M4C 5R1
Fax: (416) 392-4515
accessibilityfundprogram@toronto.ca
www.toronto.ca/licensing

2022 ACCESSIBILITY FUND PROGRAM: DECLARATION FORM

Vehicle for Hire Driver

Applicant Information

Date: _____

Name of Licence Holder: _____
(first and last name)

I, _____, declare the following:
(first and last name)

1. Did **not** provide service in an accessible taxicab for a taxicab brokerage under the Toronto Transit Commission Wheel-Trans Taxicab Service Contract in 2022.

2. MLS Licence Number: D _____ - _____

3. Mailing Address: _____

3a. Contact email and/or phone number:

4. MLS taxi plate number and signature of Taxicab Owner, in order to confirm your affiliation with their taxicab:

Taxicab Owner Licence No: V _____ - _____

MLS Taxi Plate No: _____

Taxicab Owner First and Last Name: _____

Taxicab Owner Signature: _____

Service Standards

5. Number of hours you were operating and available for dispatch:

_____ in 2022

6. I accepted all wheelchair accessible vehicle trips dispatched by a brokerage, save for any requests for service refused in accordance with section 546-100 of Chapter 546:



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(Circle one): YES or NO

7. I have taxicab operator logs for the past 12 months that may be audited by MLS

(Circle one): YES or NO

Declaration:

I, (first and last name) _____, declare that the information provided in this form is true, accurate and complete. I am aware that Municipal Licensing and Standards may refuse or cancel funding if I do not meet the eligibility criteria or service standards as set out, if false or misleading information is provided, or if funding was granted due to an technological or clerical error. If funding was granted due to incomplete or inaccurate information or due to a technological or clerical error, then Municipal Licensing and Standards may recover any funds disbursed or require repayment of funds before any licence may be issued or renewed in future. If I was not properly eligible and received funds based on incomplete or inaccurate information provided, **then I will not be eligible to reapply to the Accessibility Fund Program for two years.**

Signature of Applicant: _____



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INSTRUCTION SHEET *(please read thoroughly)*

Accessibility Fund Declaration – Vehicle for Hire Driver

What is this form for?

This is the form you fill in to obtain your grant cheque, to help support the costs of providing accessible taxicab services. If this form is not filled in properly, MLS will not release funds. If you hold both an owner and vehicle- for-hire driver licence, you can submit two separate applications if you meet the requirements for each licence type.

What is Applicant Information?

This is the vehicle-for-hire licence holder who is applying for the grant.

1. Toronto Transit Commission Wheel-Trans Taxicab Service Contract in 2022.

If you provided service in an accessible taxicab under a taxicab brokerage that has been associated with the TTC Wheel-Trans Taxicab Service contract, **you are not eligible to apply**. The TTC provides MLS with a list of all contracted taxicabs in 2022. If you are not on the list, proceed to the next question.

2. MLS Licence Number

This is the licence number on your vehicle-for-hire MLS driver's licence that begins with D01 or D05. For example; D01-1234987

3. Mailing Address

This your current address. This must match the address on file for your taxicab driver licence. The address provided must match the address on file for your application to be accepted. The by-law mandates that our records be up to date. If you have changed your address, you must update before submitting this application by emailing mlsbusinesslicence@toronto.ca with your updated Provincial Drivers Licence. This will be the address we send funds to.

3a. Contact email and/or phone number

Please indicate your contact email address and/or your phone number. This is how you will be notified if your application has been rejected.

4. MLS taxi plate number and signature of Taxicab Owner

Please indicate the MLS taxi plate and licence number of the taxicab you were driving in 2022. The *taxicab owner* must print and sign their name. This information will be used to confirm that the accessible taxicab services were available for dispatch with a licensed brokerage.

If you provided wheelchair accessible service in more than one wheelchair accessible taxicab, a separate declaration form for each taxicab, with each owner providing a signature is required.



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Service Standards – Incentive Grants

What is this for?

This information will help determine how much of the incentive grant you will receive.

5. Number of hours you were operating and available for dispatch

This is where you indicate that you were operating the taxicab and available for wheelchair accessible service for at least **432** hours in 2022. This is worth 50% of the incentive grant. A higher number of hours will not mean more funds, but a lower amount will disqualify your application.

6. I accepted all wheelchair accessible vehicle trips dispatched by a brokerage, save for any requests for service refused in accordance with section 546-100 of Chapter 546

Circle YES or NO if you accepted all wheelchair accessible vehicle trips dispatched by a brokerage. Any service refusals must be in keeping with the Bylaw. This is worth 50% of the incentive grant.

7. Taxicab operator logs for the past 12 months.

Circle YES or NO if you have operator logs from 2022. These logs should be kept for 12 months and could be reviewed as part of an audit.

Declaration

This is where you put in your first and last name and your signature telling us that everything in the form is true and complete.

Everything completed?

Be sure to check that all of the information is provided and that you have also obtained the brokerage signature. Incomplete or unclear forms will not be considered and will be rejected.

Where do I send this form?

The completed form must be sent electronically by email to **accessibilityfundprogram@toronto.ca** or by fax to 416-392-4515 by **4:00 pm on May 31, 2023**. In any email correspondence with MLS, please put the VFH licence number in the subject line, e.g. D01-1234987. This makes it easier to respond to your email.

How much are the grants?

The maximum funds available to eligible taxicab drivers under the Accessibility Fund Program are **\$2,187.50**.

Not every driver may receive the maximum incentive, depending on responses to questions 5 and



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6 on the declaration form.

When will I hear about my grant?

MLS will email all applicants in mid-June to advise if they have been refused funding under the program. If a taxicab driver has been refused, they have 10 days to appeal this decision.

Cheques will be sent to successful applicants in late-June.

I am a licensed accessible taxicab driver and accessible taxicab owner. Can I apply for both grants?

Yes. If you hold both an owner and vehicle-for-hire driver licence, you must submit two separate applications if you meet the requirements for each licence type.

SAMPLE

2022 ACCESSIBILITY FUND PROGRAM –DECLARATION: Vehicle for Hire Driver

Applicant Information

Date: Friday, April 28, 2023

Name of Licence Holder: **Fiona Chapman**
(first and last name)

I, **Fiona Chapman**, declare the following:
(first and last name)

1. Did **not** provide service in an accessible taxicab for a taxicab brokerage under the Toronto Transit Commission Wheel-Trans Taxicab Service Contract in 2022.

2. MLS Licence Number: **D01-45679876**

3. Mailing Address: **123 Main St., #4, Toronto M4P 1B3**

3a. Contact email and/or phone number: **FC111@gmail.com; 416 123-4567**

4. MLS taxi plate number and signature of Taxicab Owner, in order to confirm your affiliation with their taxicab:



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Taxicab Owner Licence No: **V00-12349876**
MLS Taxi Plate No: **1234**
Taxicab Owner First and Last Name: **Marcia Stoltz**
Taxicab Owner Signature: *Marcia Stoltz*

Service Standards

5. Number of hours you were operating and available for dispatch: **432** hours in 2022

6. I accepted all wheelchair accessible vehicle trips dispatched by a brokerage, save for any requests for service refused in accordance with section 546-100 of Chapter 546:

(Circle one): ☒ YES or NO

7. I have taxicab operator logs for the past 12 months that may be audited by MLS

(Circle one): ☒ YES or NO

Declaration:

I, (first and last name) **_Fiona Chapman_**, declare that the information provided in this form is true, accurate and complete. I am aware that Municipal Licensing and Standards may refuse or cancel funding if I do not meet the eligibility criteria or service standards as set out, if false or misleading information is provided, or if funding was granted due to an technological or clerical error. If funding was granted due to incomplete or inaccurate information or due to a technological or clerical error, then Municipal Licensing and Standards may recover any funds disbursed or require repayment of funds before any licence may be issued or renewed in future. If I was not properly eligible and received funds based on incomplete or inaccurate information provided, **then I will not be eligible to reapply to the Accessibility Fund Program for two years.**

Signature of Applicant: *Fiona Chapman*