



## **OFFICE OF THE CLERK/TREASURER**

City of Burlington

City Hall, Room 20, 149 Church Street, Burlington, VT 05401

Voice (802) 865-7000 - Fax (802) 865-7014 - TTY (802) 865-7142

July 1, 2017

Dear Vehicle for Hire Operators:

Renewals for Business and Driver's Licenses are coming due. I have enclosed the following documents to be completed and brought to the City Clerk's Office:

- Business License Application
- Driver's License Application
- Background Consent Form
- Vehicle Affidavit Form

Also to bring with you to the City Clerk's Office are the following:

- Vehicle Registration
- Certificate of Insurance

**All vehicles are to be 2007 or newer to be renewed this year.**

City of Burlington Fee Schedule:

- Business License:
  - \$125.00 for ALL businesses
- Each Driver Fee:
  - \$45.00 Background Check Fee
  - \$5.00 VfH Driver's License Fee
- Monthly Fees must be mailed or delivered to the City of Burlington Clerk's Office

**ALL PAPERWORK IS TO BE BACK IN THE CITY OF BURLINGTON CLERK'S OFFICE BY JUNE 16, 2017. WE WILL ONLY BE ACCEPTING APPLICATIONS WITH ALL ABOVE INFORMATION INCLUDED WITH CHECK FOR FEES LISTED.**

If you have any questions or concerns please contact the City of Burlington, Vehicle for Hire Administrative Office at 802-865-7020 or [cdunbar@burlingtonvt.gov](mailto:cdunbar@burlingtonvt.gov).

Sincerely,

Christine Dunbar  
Administrative Assistant  
City of Burlington  
Clerk/Treasurer Office