



Orange County Taxi Administration Program

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mailing address: 550 South Main Street · PO Box 14184 · Orange, California 92863-1584 web: www.octap.net

Date: _____ Taxicab Company: _____

Company Representative: Print: _____ Sign: _____

All companies requesting a modification or change to their vehicle color or marking scheme must submit a change request to OCTAP, with all required information completed. OCTAP will review the request and send its decision to the company (this form) via email or fax within ten business days. Do not make any changes to your vehicles until you receive written approval from OCTAP (see definitions on page 2). These forms apply to the following (definitions are on page 2):

Current Identification Modification Change

When submitting this request to OCTAP, you only have to submit this page, the Vehicle Color Scheme and Marking Identification Form, and the diagram pages.

OCTAP USE ONLY - DO NOT WRITE BELOW THIS LINE (this page only) *DO NOT USE FOR CURRENT IDENTIFICATION – NO APPROVAL NECESSARY	
# Cabs <u>*Approved</u> <u>*To Be Completed By</u> <u>*On Calendar</u> _____ <input type="checkbox"/> _____ <input type="checkbox"/>	Date Received Stamp
OCTAP Notes:	
OCTAP Representative:	Title:
Date:	

Required Page

Definitions

Current Identification:

Delineates and outlines a company's current color and marking scheme. This will be typically used at the request of OCTAP; who from time to time may ask companies to submit their current color and marking schemes for verification and record updates.

Modification:

An addition or small modification to the existing approved color scheme. This may be the addition of a bumper or window sticker, the relocation of an existing marking, or other such small modification. Modification under this definition would be accomplished in such a way that would not alter the approved identifiable scheme of a company's fleet. Changes in paint, logos, and telephone dispatch numbers is not considered a modification.

Change: A change that would change the identifiable features of a company's fleet; including paint, logos, telephone dispatch numbers.

Requirements for Compliance

OCTAP approved schemes must be in compliance with all criteria outlined in the following stated regulation sections:

► OCTAP Regulations Section 8.13.1 states that exterior markings shall be permanently affixed to the taxicab and shall consist of Permittee's company name, taxi reservation phone number, taxicab number, credit card acceptance statement, "*Authorized fare posted inside taxicab*" statement, and other OCTAP approved markings. Such exterior markings shall be properly and neatly placed and easy to read (in contrasting colors).

Note: A credit card acceptance statement must state that the credit cards are accepted. Accepted credit cards must, at minimum, include the acceptance of MasterCard® and Visa®.

► OCTAP Regulations Section 8.13.2 states that a Permittee's company name shall be placed on each side of Taxicab in letters not less than 3 inches in height (in contrasting colors).

► OCTAP Regulations Section 8.13.3 states that a Taxicab number shall be placed on each side and rear of the Taxicab in numbers not less than 3 inches in height.

As a part of your request, please fill out the enclosed forms and submit to OCTAP, detailing the requested changes to your vehicle exterior markings and color scheme.

If approved, all vehicles must be painted and marked using the following timeline:

- Small companies with 1 – 30 vehicles will have three months (90 days) to complete the transition of their fleet.
- Medium sized companies with 31-99 vehicles will have six months (180 days) to complete the transition of their fleet.
- Large companies with 100 or more vehicles will have one year (365 days) to complete the transition of their fleet.
- All vehicles currently painted, marked, and operating under a company's preserved secondary color scheme must be transitioned within 90 days of the approved start date.
- All vehicles annually inspected by OCTAP (new and renewals) must be painted and marked under the new approved scheme, no exceptions.

- Once the company's transition to the new approved scheme is complete, no vehicles painted and marked under a company's superseded color scheme will be allowed to operate.
- OCTAP will conduct random inspections at any time and at its discretion to ensure compliance with the OCTAP Regulations and policies.
- OCTAP will reserve the right to change, add, or take away from this policy with prior notice to any or all companies.

Any vehicle found to be in violation of these requirements and not in compliance with the OCTAP approved color and marking scheme, after the deadline dates are passed, will be denied an OCTAP vehicle permit, or have their OCTAP vehicle permit suspended. In accordance with OCTAP Regulation Section 7.4.3., vehicles being denied a permit or having their permit suspended will be required to pay (major item) re-inspection fees and pass a full vehicle inspection before being granted a vehicle permit.

Please feel free to contact me or any of my staff at 949-654-8294 if you should have any questions or require additional information.

Vehicle Body Components. Vehicles have been broken down into body components. Marking locations approved by OCTAP (as indicated on the following forms) are considered a single location and markings may be placed anywhere on the designated component. Example, if you indicate that your left side fleet number will be placed on the rear panel, then the fleet number can be placed anywhere on that component and will be considered in compliance. Vehicle body components are as follows:

- Front Side (including bumper, grill, and hood)
- Rear Side (including window)
- Roof
- Top Light Front
- Top Light Back
- Left Front Panel
- Left Front Door Area (including window)
- Left Rear Door Area (including window)
- Left Rear Panel (including very most rear window(s) and or pillar)
- Additional Left Rear Window(s)
- Right Front Panel
- Right Front Door Area (including window)
- Right Rear Door Area (including window)
- Right Rear Panel (including very most rear window(s) and or pillar)
- Additional Right Rear Window(s)

OCTAP has provided a list (below) of automatically approved markings (decals) that may be applied **without** specific OCTAP approval. These include:

- City/participating agency required decals, provided they do not interfere with or obstruct other markings.
- Reasonably sized "no smoking" decals
- For wheelchair accessible vehicles, a wheelchair/accessible vehicle decal of a reasonable size, limited to decal per vehicle-side, will be automatically allowed, provided that it does not interfere with or obstruct other markings
- For alternative fuel vehicles, appropriate alternative fuel indicator decals and warning stickers.
- State or local required decals, manufacturer, converter or company applied warning decals associated with the use of alternative fuels and wheelchair accessible loading ramps or lifts, and other warning decals.

These markings are examples of some of these decals. Any other marking or decal needs approval as part of the company Color and Marking Scheme.

SAMPLE DECALS



If you believe that a decal should be added to this list, please forward to OCTAP for consideration and approval.

Vehicle Color Scheme and Marking Identification Form

Scheme and all markings must be in compliance with Sections 8.2.4, 8.2.5, and 8.13. All vehicles in your company's fleet must be painted and marked in accordance with the information registered with OCTAP.

Item Number

1. Company Name
2. Company Logo
3. Company Reservation Phone Number
4. Company Website (If Applicable / Not Required)
5. Fleet Number
6. Credit Card Acceptance Statement
7. "Authorized Fare Posted inside Taxicab" Statement
8. Top Light – Top Light Front Markings: _____
Please write "NONE" if no top light on all fleet vehicles.
9. Top Light – Top Light Back Markings: _____
Please write "NONE" if no top light on all fleet vehicles.
10. Other Existing Approved Marking: _____
11. Other Existing Approved Marking: _____
12. Other Requested Marking: _____
13. Other Requested Marking: _____

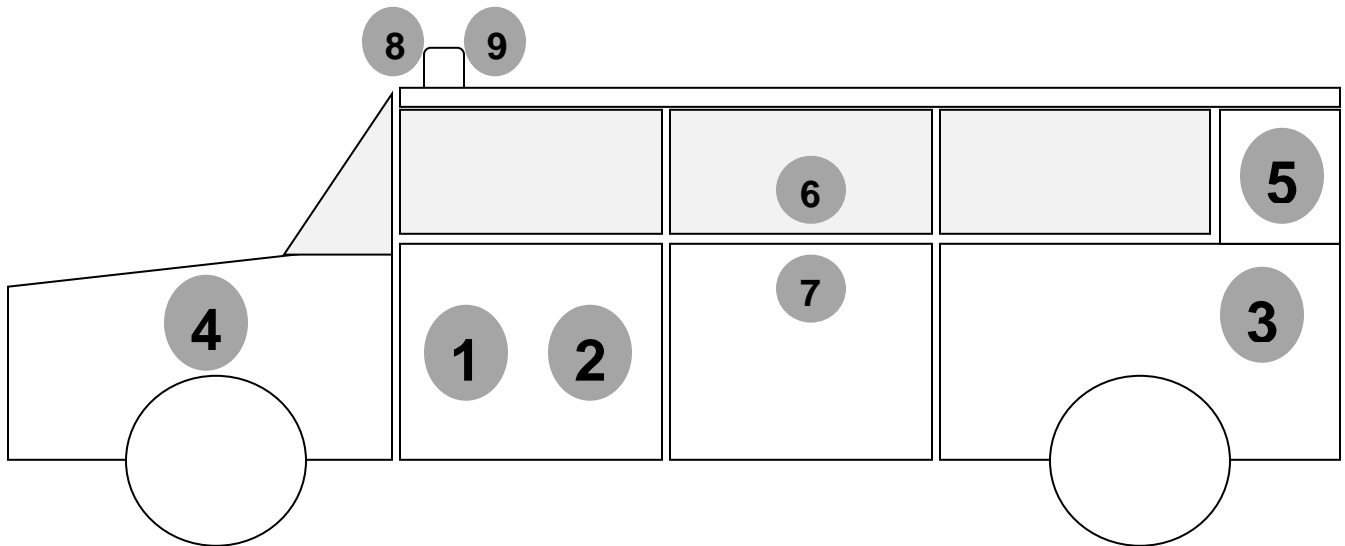
Please attach photos or artist renderings to accompany this request

Required Page

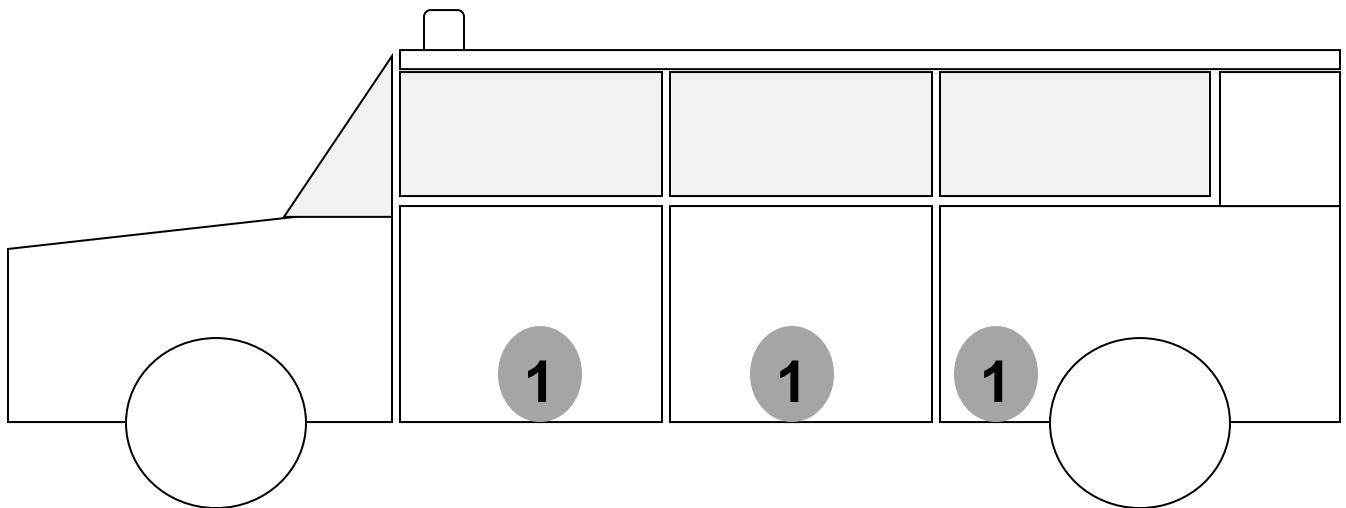
*** EXAMPLE DIAGRAM ***

Using the Vehicle Color Scheme and Marking Identification Form, indicate, by number placement, the body component for each external marking. **Photos of the vehicle sides (left and right), front, rear, and top must be provided by the company.**

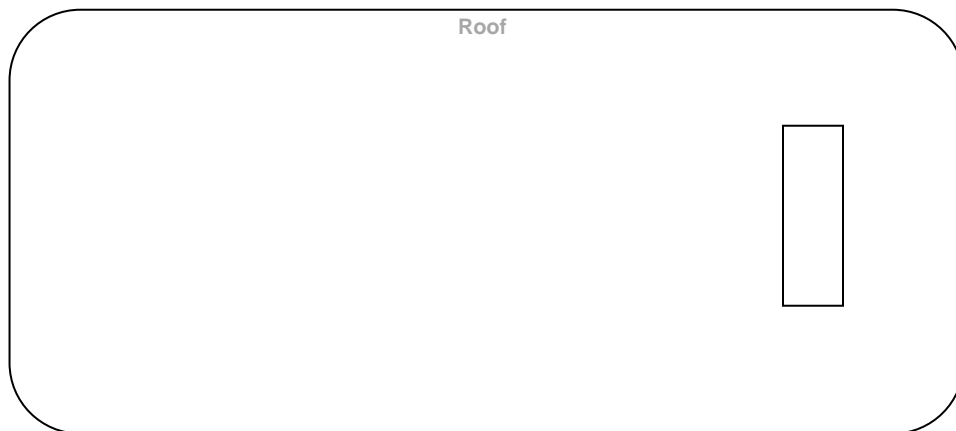
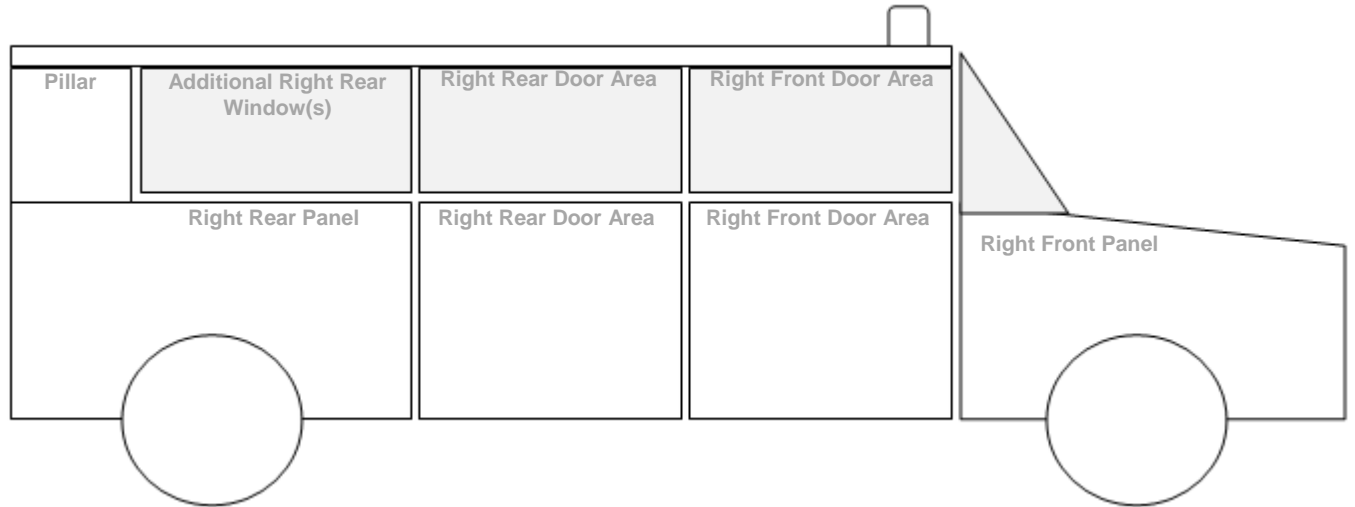
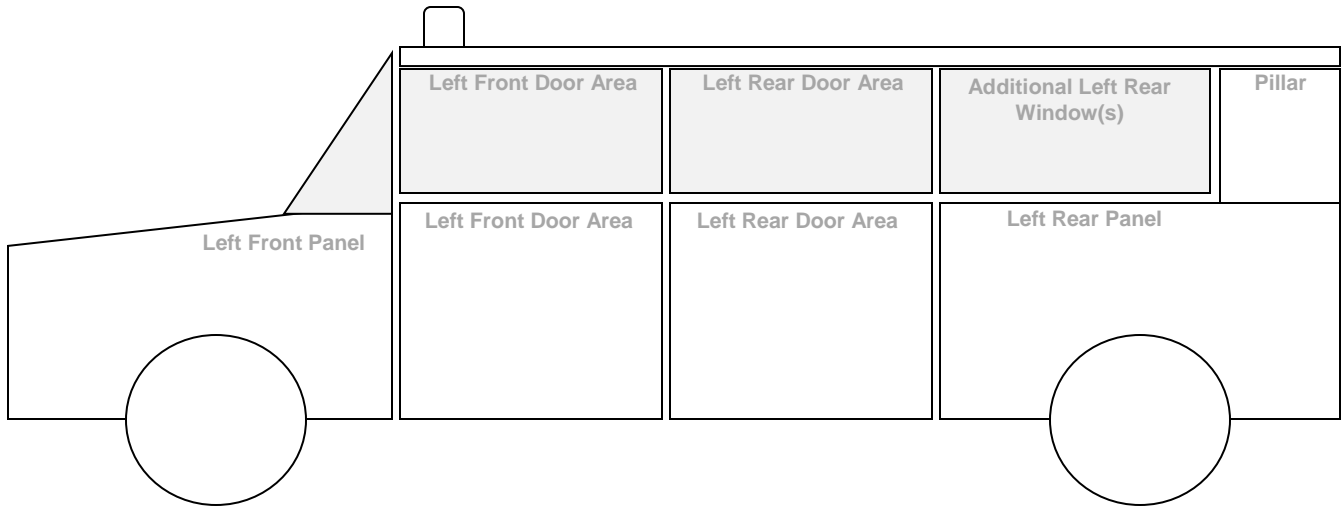
EXAMPLE PAGE ONLY (DO NOT USE)



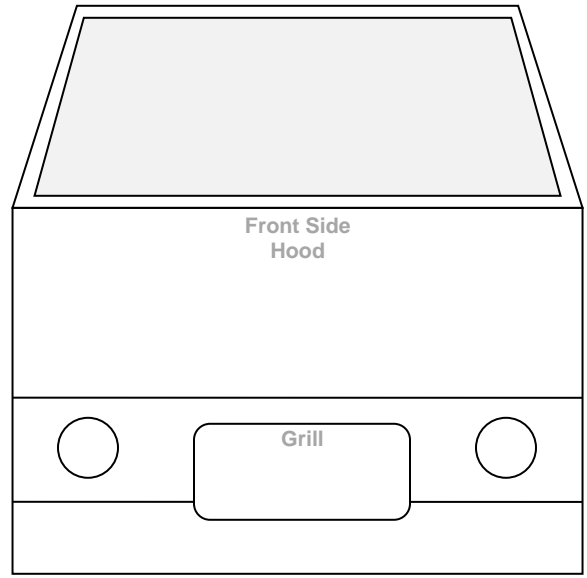
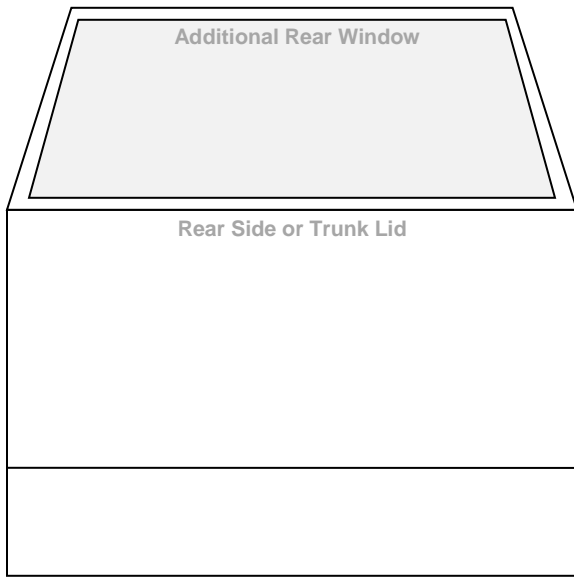
If a marking (example; company name) extends into two or more parts:



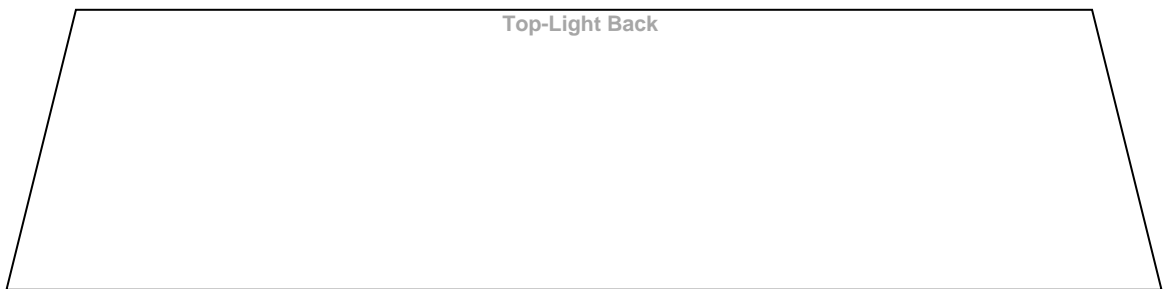
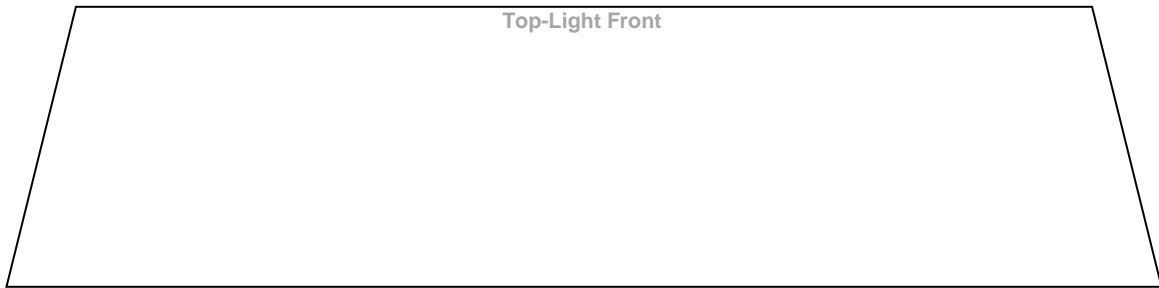
Applies to all vehicles in fleet, regardless of vehicle type



Notes:



Please specify the exact working and or marking for the top-light; front and back



Notes:
