City of Seattle

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Finance and Administrative Services

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Director's Rule: CPU-02-2015 **Voluntary Transfer of Taxicab and For-Hire Vehicle Medallions**	Code and Section Reference: SMC 6.310.135.G	
	Type of Rule: Code Interpretation	
	Ordinance Authority: SMC 3.02.060	
Approved: Fred Podesta Fred Podesta, Director	3/18/2015 Date	

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City of Seattle Taxicab, For-Hire and TNC Vehicle Rules

Rule CPU-02-2015
Voluntary Transfer of Taxicab and For-Hire Vehicle Medallions

The following rule provides guidance for the voluntary transfer of taxicab and for-hire vehicle medallions as required by Seattle Municipal Code.

1. Taxicab and for-hire vehicle medallions may be sold or voluntarily transferred pursuant to the procedure outlined by this rule. Assigning (leasing) of medallions is covered by a separate rule per SMC 6.310.135.H.

Transfer Steps	Description [SMC or Rule]	Comments
STEP #1	All outstanding fines and penalties against the current medallion holder and all for-hire drivers of the taxicab or for-hire vehicle must be paid or satisfied and all pending administrative matters must be resolved.	Code references: SMC 6.310.135.G SMC 6.310.340.C SMC 6.310.605.C
STEP #2	Each medallion holder ("seller") and prospective medallion holder ("buyer") must complete the Director-approved form, *Voluntary Transfer of Taxicab or For-Hire Vehicle Medallion ("form")*, and sign it before a Notary. Although multiple persons may have an ownership interest in a medallion, there is only one medallion holder per medallion (e.g. an LLC with 3 members). In this form, the seller shall disclose any and all liens and security interests recorded against any and all medallions being transferred; and the buyer shall acknowledge the existence of identified liens or security interests.	At the time the form is submitted, the Director shall run a search for liens recorded against the medallion(s) being transferred on the Washington State Uniform Commercial Code's web site: [**https://fortress.wa.gov/dol/ucc/**] and place the Debtor Information Search Report into the file. If there are disclosed or recorded liens, the seller must provide the Director with original documentation from the lienholder(s) stating that the lienholder(s) approve the transfer of the medallion(s). Documentation must include the name and contact information for the lienholder. Within 2 business day of receipt of the completed form, the proposed medallion transfer(s) will be published

	The City, its officials, officers, employees, and agents ("City") assumes no liability for any and all claims, loss or damages related to the transfer of a medallion. The buyer is responsible for determining whether a medallion is encumbered by a lien prior to transfer. The City is operating in its regulatory capacity and assumes no fiduciary relationship, duty or role in any act or omission under this rule. The notarized form must be submitted to the Director within five (5) calendar days of signing. All prospective buyers must be physically present and provide valid photographic identification when the form is filed with the Director. (e.g. all members of the LLC)	at http://www.seattle.gov/business-regulations/taxis-for-hires-and-tncs/medallions by medallion number. Instructions shall be provided for interested parties to receive automated updates when medallions are added to the list. Late submissions and/or incomplete forms will not be accepted. The Director shall process and finalize medallion transfers no sooner than 10 business days from receipt of the completed form.
STEP #3	A medallion will not be transferred if any of the following conditions exist: (1) The medallion is not valid for the current license year or the medallion has been suspended by the Director (until the medallion is renewed or the suspension period is ended); (2) There are unexpired driver lease agreements (unless the lessees voluntarily agree to terminate the taxicab leases or the buyer(s) assume the taxicab lease and provide written documentation of the assumption to the Director); (3) The original taxicab license or medallion was issued after December 31, 2007	SMC 6.310.340.A

	and less than three years have elapsed since issuance. (4) The buyer(s) do not meet all licensing requirements.	SMC 6.310.300
STEP #4	If the form *Voluntary Transfer of Taxicab or For-Hire Vehicle Medallion* is found to be complete and correct the prospective medallion holder has sixty (60) calendar days to complete the licensing requirements under SMC 6.310.300 or the medallion shall be considered abandoned and void. [SMC 6.310.360.C]	A license process is completed when a new medallion certificate has been issued. Abandoned medallions shall be revoked and disposed of by involuntary transfer.
STEP #5	Dual Seattle and King County taxicab or for-hire vehicle medallions must be transferred together.	SMC 6.310.340.F and KCC 6.64.710.B

2. Taxicab and for-hire vehicle medallions are intangible property and may be used as collateral to secure loans; however, the medallion holder is solely responsible for satisfying all liens for debts.
3. In creating this rule, the City does not conclude that a medallion has a particular present or future value or any value.
4. The Director may amend this rule at any time pursuant to SMC 3.02.030.