

Customer Portal Series

Vehicle for Hire – Permanent Driver License Application

Once all the conditions within the Conditional Driver License have been met within the **one-year time limit**, applicants can apply for their Permanent Vehicle for Hire Driver.

1. From the Home page of the Customer Portal, select Apply for or Renew Licenses.

Home

Welcome to the Online Permitting, Planning, Licensing & Compliance Customer Portal

Manage your Permits and Licenses using the tabs below.

My Activities is the heart of the customer Portal - Track your permits and Licenses in the My Activities tab. Check often for updates.
My Inspections is where you can request and manage Permit-related inspections
My Businesses is where you add and create Business Profiles for your License Applications
My Projects is where you can organize your permits to suit your needs

If your permit or license does not appear in the My Activities tab below, use the Search in the menu above to retrieve. (You must be the applicant for this search to work)

System Requirements
For the best experience using our system:

Browser must be current - The following browsers in the most current version are supported: Chrome (Windows and macOS), Firefox (Windows and macOS), Edge (Windows), Safari (macOS).
Cookies must be enabled - Cookies enable many features in the system. If not enabled, the system will not function correctly. Cookies are controlled in your browser settings. The Customer Portal only retains these cookies for the duration of the session; they are deleted when the browser is closed or the session times out.
JavaScript must be enabled - JavaScript allows certain features in the system. If not enabled, the system will not function correctly. JavaScript is controlled in your browser security settings. All supported browsers have at least JavaScript 1.1 installed as a plugin by default, but customers may need to enable it if it has been turned off.
Browser Autofill should not be used - Browser autofill may cause unnecessary errors when using the system.

Permitting
> Apply for a Permit
> Estimate Fees

Licensing
> Apply for or Renew Licenses

Compliance
> Report an Issue

2. Under Vehicle for Hire, select the Vehicle for Hire – Driver - Permanent license type.

Vehicle for Hire
(Taxi, Limo, and TNC)

All taxi brokers, independent brokers and transportation network companies (TNCs), and related drivers must be licensed to operate in HRM.
If you have a concern about either your driver abstract or criminal record report, please email the Taxi Office at licensing@halifax.ca or by contacting 311 before completing the English test or applying.

[Vehicle for Hire - Broker / TNC](#)
[Vehicle for Hire - Driver - Conditional](#)
[Vehicle for Hire - Driver - Permanent](#)
[Vehicle for Hire - Owner](#)
[Vehicle for Hire - Owner - Waitlist](#)

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3. Enter the requested Activity Start Date.

Business License Application BA-2022-000671 (Draft)

DETAILS

License Type: Vehicle for Hire - Driver - Permanent
Select the date you intend to begin your licensed work.

* Activity Start Date:

Next

July 2022

| S | M | T | W | T | F | S |
|----|----|----|----|----|----|----|
| 26 | 27 | 28 | 29 | 30 | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |

Today

4. Choose an Existing Business or create a New Business (for more information on this process see the job aide).

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If you have an existing business profile in our system, select it from the dropdown menu below.
If you are a new business, select New Business and complete the form to provide required information.

New Business Existing Business

USE EXISTING BUSINESS

* Existing Business:

Back **Next**

5. Enter your Conditional Driver License number. Click Next.

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PERMANENT VEHICLE FOR HIRE DRIVER

Instructional Text not set up ADMIN

* Conditional License Number:

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6. The required documents must be uploaded. For more information see the job aide on uploading documents.

Business License Application BA-2022-000671 (Draft)

Upload the required documents outlined below.
All required documents must be uploaded in order to submit application.
Maximum File Size is 100Mb per document.

DOCUMENTS TO ATTACH

| Uploaded | Document Type | Description | Sample Form | |
|----------|---|---|-------------|----------|
| | Child Abuse Registry Check Results | Must have completed within 30 days prior to the date that the license application is submitted. | None | Required |
| | Client Use Nova Scotia Driver's Abstract Class 1-4 | Must have completed within 30 days prior to the date that the license application is submitted. | None | Required |
| | Driver Photo | Must have completed within 30 days prior to the date that the license application is submitted. | None | Required |
| | National Certification | Proof of national certification from TIANS. | None | Required |
| | Payment Receipt of CRC / VS | Payment Receipt of Criminal Record Check / Vulnerable Sector Check - Must have completed within 30 days prior to the date that the license application is submitted. DO NOT UPLOAD ORIGINAL CRIMINAL RECORD CHECK DOCUMENT - ONLY UPLOAD RECEIPT OF PAYMENT. ORIGINAL SHOULD BE BROUGHT TO AN HRM CUSTOMER SERVICE CENTRE. | None | Required |
| | Statutory Declaration Valid NS Class 1-4 Driver's License | Witnessed and signed by a Commissioner of Oaths at application. | None | Required |
| | Winter Driving Certification | All conditional license holders are required to complete a winter driving course prior to becoming a permanent taxi driver. The approved winter driving training providers are Safety Services of Nova Scotia. The completion certificate must be provided to the Taxi Office when applying for your permanent license. | None | Required |
| | Optional Documents - Business Licensing | | None | Optional |

UPLOADED DOCUMENTS

+ Upload File

| * Attachment Type | Description | Acceptance Status |
|-------------------|-------------|-------------------|
|-------------------|-------------|-------------------|

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7. A summary of the application is next and allows for payment of fees.

Business License Application BA-2022-000671 (Draft)

[SUBMIT APPLICATION](#)

LICENSE INFORMATION

Activity Start Date: Aug 1, 2022

BUSINESS

Existing Business: Amazing Business Empire (Amazing Business Empire)
1791 BARRINGTON ST, HALIFAX, NS B3J3K9

BUSINESS OWNERSHIP

Legal Entity: Amazing Business (Individual)

LICENSE TYPE

| Name | Category | NAICS |
|---------------------------------------|------------------|-------|
| Vehicle for Hire - Driver - Permanent | Vehicle for Hire | 4853 |

PERMANENT VEHICLE FOR HIRE DRIVER

Conditional License Number: BL-2022-000457

FEES

The following fees must be paid as part of your license application.

| Description | Amount | Balance |
|---------------------------------------|----------|----------|
| Perm Vehicle for Hire Application Fee | \$100.00 | \$100.00 |

[Back](#) [Save](#) [Pay Fees & Submit Now](#) [Pay & Submit Later](#)

Until the fees are paid the application remains as a Draft and is **NOT** submitted.

HRM can locate the draft in a search but it does not appear in any queues for processing.

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8. Next the payment method is required.

Checkout

Contact information

First Name Last Name

Email Phone Number

Shipping Information

Address Line 1

Address Line 2 (optional)

City

Country Province Postal Code

   

Cardholder Name

Card Number MMY Y CW

Billing Address

Same as shipping address

Order Summary

Total **\$100.00**

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9. Confirmation of the application submission is provided along with the Application Number. Use [click here](#) to view the overview of the application.

Business License Application BA-2022-000671 (Submission Pending)

CONFIRMATION

Your Business License Application was submitted successfully. You will be notified when your Business License is ready to issue.

Application Number: BA-2022-000671

To view the information and status for this Business License Application [click here](#).

Business License Application BA-2022-000671 (Submitted)

| LICENSE INFORMATION | | | APPLICATION ACTIVITIES |
|--|---|-------|--|
| Activity Start Date: | Aug 1, 2022 | | <i>This is where you can make requests on your application. The eligible request types will appear depending on what your application status is. The requests can include:</i> |
| BUSINESS | | | |
| Existing Business: | Amazing Business Empire (Amazing Business Empire) 1791 BARRINGTON ST, HALIFAX, NS B3J3K9 | | WITHDRAW APPLICATION |
| BUSINESS OWNERSHIP | | | Withdraw Application |
| Legal Entity: | Amazing Business (Individual) | | FEES |
| LICENSE TYPE | | | You have no outstanding fees. |
| Name | Category | NAICS | |
| Vehicle for Hire - Driver - Permanent | Vehicle for Hire | 4853 | |
| PERMANENT VEHICLE FOR HIRE DRIVER | | | |
| Conditional License Number: | BL-2022-000457 | | |
| RELATED INFORMATION | | | |
| Type | Description | | |
|  Business | Amazing Business Empire (Amazing Business Empire) 1791 BARRINGTON ST, HALIFAX, NS B3J3K9 | | |

MY ACTIVITIES MY INSPECTIONS MY PROJECTS MY BUSINESSES

[Show more...](#)

Note: Permits or Licenses with a status of DRAFT have not been submitted.

| Type | File Number | Description | Location | Status | Created Date | Submitted Date | Revisions Required | Next Action |
|--|----------------|--|--|-----------|--------------|----------------|--------------------|-------------|
|  Business License Application | BA-2022-000671 | Amazing Business Empire (Amazing Business Empire) Vehicle for Hire - Driver - Permanent | 1791 BARRINGTON ST, HALIFAX, NS B3J3K9 | Submitted | Jul 21, 2022 | | | |