



## AFFIRMATION TO CANCEL AN ACTIVE DRIVER LICENSE

Drivers with a current (not expired) TLC license may cancel or close out their TLC Driver, Paratransit or Commuter Van license by completing and submitting this form. After a license is cancelled it CANNOT be reinstated (you must apply for a new TLC license if you later wish to drive a TLC-licensed taxi, FHV, commuter van, or paratransit vehicle).

This form AND your TLC license must be submitted in person or by mail to :

New York City Taxi and Limousine Commission  
Re: Driver License Cancellation  
31-00 47<sup>th</sup> Avenue, 3<sup>rd</sup> Floor,  
Long Island City, NY 11101

If you lost your TLC license or if your TLC license was stolen and you want to cancel it you will need to file a Lost/Stolen Report with the New York City Police Department.

Driver Name \_\_\_\_\_

TLC License# \_\_\_\_\_

Have you included your license with this form?

Yes

No, TLC currently has my license.  
Please include a copy of receipt.

No, my TLC license was lost or stolen. I filed a report with the NYPD (enter report number:\_\_\_\_\_).

Please choose one of the following:

**I am the DRIVER:**

I was issued but am no longer using the TLC Driver, Paratransit or Commuter Van license listed above. I am instructing and authorizing the TLC to cancel my license.

**I am an ATTORNEY IN FACT OR FAMILY MEMBER:**

(Attorney's must provide a statement on their letterhead indicating they represent the licensee and have the authority to surrender the license on behalf of the licensee. Family members should submit documentation to show why the licensee is unable to sign the form and submit the license on their own. A Power of Attorney document will not be accepted.)

The driver to which the TLC license listed above was issued is no longer using the license and I am instructing and authorizing the TLC to cancel the license.

By signing below I do affirm my understanding that the TLC Driver, Paratransit or Commuter Van license listed above will be cancelled upon receipt of this notice. I further understand that the cancellation of this license is permanent and that this license cannot be reinstated at a later date even if time remained on the license when I requested it be cancelled. I also acknowledge and understand that in order to obtain another TLC Driver, Paratransit or Commuter Van license I must submit a new application and that I will need to complete all applicant requirements required by TLC Rules.

"I also do hereby affirm, under penalty of law, that I have examined and reviewed the information above and any supplemental document(s) and that the document(s) and or statement(s) do not contain any untrue statement(s) nor are they missing any material information and/ or fact(s). I also acknowledge and understand that any false statement(s) submitted by me is punishable under the law. I further acknowledge my understanding that if there are any outstanding summonses, fines and/or suspension(s) on the TLC Driver, Paratransit or Commuter Van license listed above that they will not be cleared by cancelling this license and will need to be closed if a new application for a TLC Driver, Paratransit or Commuter Van license is submitted in the future."

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

# TLC PERSONNEL USE ONLY

## IMPORTANT NOTICE UPON IN-PERSON RECEIPT AT TLC:

1. The identification of the licensee has been confirmed or their 3<sup>rd</sup> party representative identified.
2. The submitter has been notified that the license will be cancelled as per this request and will not be available for reinstatement.
3. The license has been reviewed for suspensions, summonses, revocations and/or settlements. The submitter has been advised of any outstanding issues and informed that the cancellation of this license will not remove any of the aforementioned issues.
4. The submitter has been informed that submission of this document means that the license identified is being cancelled and cannot be reinstated. A new application will be required if the individual wants to drive for hire in NYC at a later date, even if the license being cancelled still had time remaining on it.

### Additional Notes:

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### Confirm TLC License Information:

NAME on License: \_\_\_\_\_

LICENSE #: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

\_\_\_\_\_  
Name of TLC Employee

\_\_\_\_\_  
Signature of TLC Employee

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date Received