City of Santa Monica
Revenue Division
PO Box 2200
Santa Monica, CA 90407-2200
P: 310-458-8745 • F: 310-451-3283
E: business.license@santamonica.gov
W: santamonica.gov/businesslicense

BUSINESS LICENSE APPLICATION OUT OF CITY LOCATION

Notice #:	
OFFICIAL USE ONLY	
BL #:	

Fees Paid: $_____

Paid By:
☐ Ca. ☐ Ck #_____ ☐ AMEX
☐ Visa ☐ Disc. ☐ MC ☐ Web

Date Paid: _____

Processed by: _____

Santa Monica Business License Period—July 1 through June 30

There is no proration for a business license issued after the start of a licensing period. A standard business license will expire on the next June 30th after it was issued. (SMMC 6.04.120 and 6.04.110)

Complete this application if your business is operated from a location outside of the City of Santa Monica.

BUSINESS ENTITY INFORMATION (ALL FIELDS REQUIRED)

1 DBA (*if applicable*):

2 Legal Business Name:

3 Business Physical Address:
Number *Street* *Unit/Suite #* *City* *State* *Zip*

4 Business Mailing Address:
☐ Same as Physical Address *Number* *Street* *Unit/Suite #* *City* *State* *Zip*

5 Business Phone: | Alternate Phone: ☐ Fax ☐ Mobile ☐ Other

6 Date business began or will begin within the City of Santa Monica?

Month	Day	Year

Is this business a non-profit or exempt entity? ☐ Yes ☐ No
If yes, please provide documentation with your application

7 Business Type: ☐ Sole Proprietor ☐ Partnership ☐ Trust ☐ LLC ☐ Corporation | Corporation/LLP/LLC Entity #:

8 Email: | Website:

9 Please describe in detail your business activity conducted within the City of Santa Monica:

10 NAIC Code (*if known*): | Resale Number (*if applicable*): | Federal Employer ID #:

11 State License # *(if applicable):* | License Type: | Exp. Date:

12 Does this business sell tobacco products? ☐ Yes ☐ No | If selling goods, what type of sales? ☐ Retail ☐ Wholesale ☐ Both ☐ N/A

OWNER/OFFICER INFORMATION (ALL FIELDS REQUIRED)

13 First Name: | Last Name:

Title: ☐ Sole Proprietor ☐ Partner ☐ President ☐ Managing Member ☐ Trustee ☐ Other: _____

Residential Address:
Number *Street* *Unit/Suite #* *City* *State* *Zip*

Email: | Date of Birth: | Driver's License or Gov't Issued ID: | Phone:

ADDITIONAL OWNER/OFFICER INFORMATION (IF APPLICABLE)

14 First Name: | Last Name:

Title: ☐ Sole Proprietor ☐ Partner ☐ President ☐ Managing Member ☐ Trustee ☐ Other: _____

Residential Address:
Number *Street* *Unit/Suite #* *City* *State* *Zip*

Email: | Date of Birth: | Driver's License or Gov't Issued ID: | Phone:

Complete next page

AUTHORIZED REPRESENTATIVE CONTACT INFORMATION

15	☐ Same as owner	First Name:	Last Name:	Title:
		Contact Phone:	Email:	

BUSINESS ACTIVITY INFORMATION (REQUIRED)

16 Please designate the type of business you are or intend to engage in at the address in line 3:

- ☐ Agent/Broker (Commodities, Real Estate, Etc.)
- ☐ Auto Dealership
- ☐ Building Contractor (Specialty:_____)
- ☐ Corporate or Administrative Headquarters
- ☐ Delivery or Pickup — ***complete the Delivery Application***
- ☐ Professions (Lawyer, Doctor, Etc.)
- ☐ Rental of Property (Commercial or Residential) — **submit the *Lessor Application***
- ☐ Retail/Wholesale/Manufacturing
- ☐ Service
- ☐ Other (*specify*): _____

17 Number of personnel working 4 hours or more per week at this site? _____ *Per Santa Monica Municipal Code 9.53.010, an accurate employee count is required to comply with Transportation Demand Management. For questions, email TDMPlans@santamonica.gov.*

18 ☐ Check here if you do not wish your business' information posted on the City of Santa Monica's website.

DECLARATION AND SIGNATURE (ALL FIELDS REQUIRED)

I declare, under penalty of making a false declaration, that I am authorized to complete this form, and to the best of my knowledge and belief it is a true, correct and complete statement, made in good faith. I understand and agree that the granting of this license requires my compliance with all applicable Santa Monica Municipal Code provisions, state and federal laws and all conditions set forth above. I also understand and I am familiar with such local, state and federal laws and the conditions set forth above may result in revocation of this license.

Print Name:	Title:
Signature:	Date:

FEES DUE:

RETURN ENTIRE APPLICATION PACKET WITH PAYMENT TO ABOVE ADDRESS • MAKE CHECK PAYABLE TO THE CITY OF SANTA MONICA

Acceptance of payment does not constitute approval of business license. Authorization to conduct business is not granted until license is issued.

☐ **Check here and enter $0 in the Business License Tax box below if claiming the Small Business Exemption (SBE)**
You may not claim the SBE if annual worldwide gross receipts will exceed $40,000.00 or if you are filing this application more than thirty (30) days after your business start date.

☐ **Check here and enter Exempt in the Business License Tax box below if claiming tax exempt status.**
Please submit proof of exemption status with your application.

NOTE: On 9/19/12, Governor Brown signed into law Senate Bill 1186 which adds a state fee of $1 on any applicant for a local business license, similar instrument or permit, or renewal. On 10/11/17, Governor Brown signed into law Assembly Bill 1379, which increases the fee to $4 for six years from 1/1/18 through 12/31/23. The purpose of this fee is to increase disability access and compliance with construction-related accessibility requirements and to develop education resources for business in order to facilitate compliance with federal and state disability laws, as specified under federal law. Compliance with disability access is a serious and significant responsibility that applies to all California building owners and tenants with buildings open to the public. You may obtain information about your legal obligation to comply with the disability access laws at the following agencies:

The Division of the State Architect at dgs.ca.gov/DSA
The Department of Rehabilitation at dor.ca.gov
The California Commission on Disability Access at dgs.ca.gov/CCDA

LICENSE FEES DUE		OFFICIAL USE ONLY
Please Note: Fee payments are non-refundable		
Business License Tax	$ 75.00	$
Zoning Review Fee (Complete form)	$ 104.93	$
State Mandated Fee	$ 4.00	$
Per Vehicle Fee	$ 156.80	$
Late Penalty	$	$
BID Fees	$	$
Additional Fees	$	$
Total Due	$	$
Amount Paid	$	$
Fees Due	$	$

Thank you for doing business in the City of Santa Monica!

NOTICE TO APPLICANTS FOR BUSINESS LICENSES AND COMMERCIAL BUILDING PERMITS

DISABILITY ACCESS REQUIREMENTS AND RESOURCES

Under federal and state law, compliance with disability access laws is a serious and significant responsibility that applies to all California building owners and tenants with buildings open to the public. You may obtain information about your legal obligations and how to comply with disability access laws at the following agencies:

DEPARTMENT OF GENERALSERVICES, Division of the State Architect, CASp Program

www.dgs.ca.gov/dsa

www.dgs.ca.gov/casp

DEPARTMENT OF REHABILITATION Disability Access Services

www.dor.ca.gov

www.rehab.cahwnet.gov/disabilityaccessinfo

DEPARTMENT OF GENERALSERVICES, California Commission on Disability Access

www.ccda.ca.gov

www.ccda.ca.gov/resources-menu/

CERTIFIED ACCESS SPECIALIST INSPECTION SERVICES

Compliance with state and federal construction-related accessibility standards ensures that public places are accessible and available to individuals with disabilities. Whether your business is moving into a newly constructed facility or you are planning an alteration to your current facility, by engaging the services of a Certified Access Specialist (CASp) early in this process you will benefit from the advantages of compliance and under the Construction-Related Accessibility Standards Compliance Act (CRASCA, Civil Code 55.51-55.545), also benefit from legal protections.

Although your new facility may have already been permitted and approved by the building department, it is important to obtain CASp inspection services after your move-in because unintended access barriers and violations can be created, for example, placing your furniture and equipment in areas required to be maintained clear of obstructions. For planned alterations, a CASp can provide plan review of your improvement plans and an access compliance evaluation of the public accommodation areas of your facility that may not be part of the alteration.

A CASp is a professional who has been certified by the State of California to have specialized knowledge regarding the applicability of accessibility standards. CASp inspection reports prepared according to CRASCA entitle business and facility owners to specific legal benefits, in the event that a construction-related accessibility claim is filed against them.

To find a CASp, visit *www.apps2.dgs.ca.gov/DSA/casp/casp_certified_list.aspx*.

<CONTINUED ON REVERSE>

GOVERNMENT TAX CREDITS, TAX DEDUCTIONS AND FINANCING

State and federal programs below are available to assist businesses with access compliance and access expenditures:

Disabled Access Credit for Eligible Small Businesses

FEDERAL TAX CREDIT—Internal Revenue Code Section 44 provides a federal tax credit for small businesses that incur expenditures for the purpose of providing access to persons with disabilities. For more information, refer to Internal Revenue Service (IRS) Form 8826: Disabled Access Credit at *www.irs.gov*.

STATE TAX CREDIT—Revenue and Taxation Code Sections 17053.42 and 23642 provide a state tax credit similar to the federal Disabled Access Credit, with exceptions. For more information, refer to Franchise Tax Board (FTB) Form 3548: Disabled Access Credit for Eligible Small Businesses at *www.ftb.ca.gov*.

Architectural and Transportation Barrier Removal Deduction

FEDERAL TAX DEDUCTION—Internal Revenue Code Section 190 allows businesses of all sizes to claim an annual deduction for qualified expenses incurred to remove physical, structural and transportation barriers for persons with disabilities. For more information, refer to IRS Publication 535: Business Expenses at *www.irs.gov*.

California Capital Access Financing Program

STATE FINANCE OPTION—The California Capital Access Program (CalCAP) Americans with Disabilities Act (CalCAP/ADA) financing program assists small businesses with financing the costs to alter or retrofit existing small business facilities to comply with the requirements of the federal ADA. Learn more at *www.treasurer.ca.gov/cpcfa/calcap/*.

FEDERAL AND STATE LEGAL REQUIREMENTS ON ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES

AMERICANS WITH DISABILITIES ACT OF 1990 (ADA) —The ADA is a federal civil rights law that prohibits discrimination against individuals with disabilities and requires all public accommodations and commercial facilities to be accessible to individuals with disabilities. Learn more at *www.ada.gov*.

CALIFORNIA BUILDING CODE (CBC)—The CBC contains the construction-related accessibility provisions that are the standards for compliant construction. A facility's compliance is based on the version of the CBC in place at the time of construction or alteration. Learn more at *www.bsc.ca.gov*.

City of Santa Monica

SANTA MONICA BUSINESS LICENSE PEDICAB VEHICLE APPLICATION

SAMODOT
Mobility Division
P.O. Box 2200, Santa Monica, CA 90407-2200
Phone: 310-458-8291

OFFICIAL USE ONLY	
BL #:	
Date:	
Inspector approval:	
Decal #:	

BUSINESS ENTITY INFORMATION

Legal Business Name/DBA:

Business Physical Address: _____
Number | Street | Unit/Suite # | City | State | Zip

Application Type: ☐ New/Transfer ($156.80 per vehicle)* ☐ Renew ($71.38 per vehicle) ☐ Replacement ($50.39 per vehicle) | # of Vehicles:

**If Transfer, provide SM Vehicle Permit No. of Pedicab Being Replaced:*

Reason for Vehicle Replacement:

VEHICLE INFORMATION *(list additional vehicles on back)*

1st Vehicle Identification: _____ _____ _____ _____
Make | *Model* | *Year* | *Serial Number*

How many passengers will the pedicab safely carry? | Color of Pedicab:

Please list below any other jurisdictions in which the vehicle is permitted to operate:

2nd Vehicle Identification: _____ _____ _____ _____
Make | *Model* | *Year* | *Serial Number*

How many passengers will the pedicab safely carry? | Color of Pedicab:

Please list below any other jurisdictions in which the vehicle is permitted to operate:

ACKNOWLEDGEMENT & CONFIRMATION

I certify that it is my intention to have the pedicab identified in this application operate as a pedicab in the City of Santa Monica; I have ensured that the vehicle meets the requirements outlined in Chapter 6.50 of the Santa Monica Municipal Code and the Santa Monica Pedicab Rules, and I will ensure that the pedicab continues to comply with all applicable regulations.

_____ _____ _____
Signature | *Print Name* | *Date*

OFFICE USE ONLY

Inspection Date:	Inspector Initials:	☐ Pass ☐ Fail
Decal #	Pedicab #	Re-inspection Date:
Notes:		

See reverse to list more vehicles.

CITY OF SANTA MONICA BUSINESS LICENSE PEDICAB VEHICLE APPLICATION

VEHICLE INFORMATION *(list of additional vehicles)*

Vehicle Identification: _____ _____ _____ _____
Make *Model* *Year* *Serial Number*

How many passengers will the pedicab safely carry? | Color of Pedicab:

Please list below any other jurisdictions in which the vehicle is permitted to operate:

Vehicle Identification: _____ _____ _____ _____
Make *Model* *Year* *Serial Number*

How many passengers will the pedicab safely carry? | Color of Pedicab:

Please list below any other jurisdictions in which the vehicle is permitted to operate:

Vehicle Identification: _____ _____ _____ _____
Make *Model* *Year* *Serial Number*

How many passengers will the pedicab safely carry? | Color of Pedicab:

Please list below any other jurisdictions in which the vehicle is permitted to operate:

Vehicle Identification: _____ _____ _____ _____
Make *Model* *Year* *Serial Number*

How many passengers will the pedicab safely carry? | Color of Pedicab:

Please list below any other jurisdictions in which the vehicle is permitted to operate:

Vehicle Identification: _____ _____ _____ _____
Make *Model* *Year* *Serial Number*

How many passengers will the pedicab safely carry? | Color of Pedicab:

Please list below any other jurisdictions in which the vehicle is permitted to operate:

Vehicle Identification: _____ _____ _____ _____
Make *Model* *Year* *Serial Number*

How many passengers will the pedicab safely carry? | Color of Pedicab:

Please list below any other jurisdictions in which the vehicle is permitted to operate:

Vehicle Identification: _____ _____ _____ _____
Make *Model* *Year* *Serial Number*

How many passengers will the pedicab safely carry? | Color of Pedicab:

Please list below any other jurisdictions in which the vehicle is permitted to operate:

Vehicle Identification: _____ _____ _____ _____
Make *Model* *Year* *Serial Number*

How many passengers will the pedicab safely carry? | Color of Pedicab:

Please list below any other jurisdictions in which the vehicle is permitted to operate:

Vehicle Identification: _____ _____ _____ _____
Make *Model* *Year* *Serial Number*

How many passengers will the pedicab safely carry? | Color of Pedicab:

Please list below any other jurisdictions in which the vehicle is permitted to operate:

CITY OF SANTA MONICA

PEDICAB RULES AND REGULATIONS

Effective: JUNE 5, 2023

SCOPE AND INTENT

These rules and regulations ("Rules") established pursuant to Santa Monica Municipal Code Section 6.50.030 shall be followed by all pedicab operators and drivers providing pedicab transportation services in the City of Santa Monica. These Rules are not intended to be duplicative.

TABLE OF CONTENTS

I) DEFINITIONS
II) PEDICAB OPERATOR'S PERMIT GENERAL REQUIREMENTS
III) PEDICAB OPERATOR'S PERMIT APPLICATION PROCEDURES
IV) PEDICAB VEHICLE PERMIT REQUIREMENTS
V) PEDICAB EQUIPMENT GENERAL REQUIREMENTS
VI) PEDICAB EXTERIOR MARKINGS
VII) PEDICAB OPERATING REGULATIONS
VIII) BEACH BIKE-PATH OPERATION DECAL LOTTERY
IX) ENFORCEMENT

I) DEFINITIONS

a) CITY means the City of Santa Monica.
b) SMMC means the Santa Monica Municipal Code.
c) VEHICLE CODE means the California Vehicle Code in its latest revision.
d) DMV means the California Department of Motor Vehicles.
e) DRIVE or OPERATE means to be in control of a pedicab that is transporting a passenger(s) or is available for receiving passengers.
f) IMMEDIATE OUT OF SERVICE (IOS) means the placement of a pedicab in a status such that no person may operate the pedicab, except as may be necessary to return the pedicab to the residence or place of business of the owner or driver or to a garage, until the pedicab and its equipment are in compliance with these Rules. IOS may also mean the placement of a driver in a status such that he or she may not operate any pedicab.
g) INACTIVATE means a permanent annulment of an existing permit by the operator, which cannot subsequently be renewed, replaced or reinstated without the timely submission of a new business license application and pedicab vehicle application.
h) REVOCATION means a permanent removal of the privileges granted to the holder of an existing business license or pedicab decal by the City, which cannot subsequently be renewed, replaced or reinstated without the approval of the City.
i) SUSPENSION means a temporary removal of the privileges granted to an operator or driver.
j) PEDICAB ZONE means an area on private property (such as hotels) designated by the property owner for parking pedicabs while waiting for passengers.
k) PEDICAB STAND means a designated area posted by the City for the standing or parking of pedicabs while waiting for passengers.
l) TERMINATION means the voluntary or involuntary separation of a pedicab driver from employment with a pedicab operator.
m) PEDICAB VEHICLE DECAL means a nontransferable authorization, affixed to the pedicab by the City, for pedicab to be operated in the City. Excluded locations apply.
n) PEDICAB BEACH BIKE-PATH DECAL means a nontransferable authorization, affixed to the pedicab by the City, for pedicab to be operated on the Beach Bike-Path within the City's boundaries.

II) PEDICAB OPERATOR'S PERMIT GENERAL REQUIREMENTS

a) Owners shall inform the City, within 3 business days, of any changes in insurance,

business address, storage address or mailing address.

b) Any application that does not include all information requested by the application form or is not supported by the materials required by this Section will be rejected as incomplete.
c) The permit shall only authorize a specified number of vehicles which may be increased by approval of the Director of the Department of Transportation or designee.
d) A pedicab operator's permit must be approved before pedicab vehicle permits may be issued for the operator.

III) PEDICAB OPERATOR'S PERMIT APPLICATION PROCEDURES

Any person desiring a permit to operate a pedicab business shall complete a pedicab supplemental application to its business license application. Such application shall include:

a) Name, age and address of the applicant; or if a corporation, its name, date and place of incorporation, address of its principal place of business and the names of all its officers together with their respective addresses; or if a partnership, association or unincorporated company, then the names of the partners comprising the partnership, association or company, together with their respective ages and addresses.
b) The application shall be verified by oath or affirmation of the applicant, or an officer or partner of the applicant if applicant is a firm, partnership, or corporation.
c) The application shall include:
    1) The trade name or model, if any, under which the applicant proposes to operate.
    2) Full information pertaining to operations and the manner in which such proposed operations are to be conducted.
    3) Address and manner that pedicabs are to be stored when not for hire or in operation.
    4) The hours of operation.
    5) A completed pedicab permit application form for each pedicab.
    6) Such other or additional information as the City may require.

IV) PEDICAB VEHICLE PERMIT GENERAL REQUIREMENTS

a) Applications must include a description of the pedicab, including the type, model, body style, serial number, capacity, and condition of each pedicab proposed to be operated.
b) Any applicant who does not meet all the requirements of this Section shall have the application denied, and the application fee shall be forfeited.
c) A pedicab vehicle permit or Beach Bike-Path Decal shall only be valid for the registered owner of the vehicle who was granted a pedicab operator's permit for such vehicle. In the event of ownership change or revocation of the operator's permit, the pedicab vehicle permit and/or Beach Bike-Path Decal shall be considered invalid and revoked at such time of ownership change or loss of operator's permit.
d) A pedicab operator that fails to renew a pedicab vehicle permit before the date established by the City must reapply for a new pedicab vehicle permit and pay applicable fees.

V) PEDICAB EQUIPMENT GENERAL REQUIREMENTS

a) No vehicle shall be operated as a pedicab unless it is a single frame construction and in reasonably clean and safe conditions, so as not to injure or damage the person, clothing or possessions of a passenger.
b) The pedicab's exterior shall be reasonably clean and shall be generally free from cracks, breaks and major dents. It shall be painted to provide adequate weather protection and a neat and clean appearance. Every pedicab shall have the following dedicated properly working equipment:
    1) Seatbelts.
    2) Headlights and taillights.
    3) Taillights must be securely mounted on the right and left, respectively, at the same level on the rear exterior of the passenger compartment. Taillights shall be red in color and plainly visible from all distances within 500 feet to the rear of the pedicab.
    4) Turn signals visible from the front and rear of the pedicab.
    5) Hydraulic or mechanical disc brakes.
    6) Spoke reflectors placed on each wheel and tape type reflectors showing the

front and the back width of the pedicab.

VI) PEDICAB EXTERIOR MARKINGS

Owners shall permanently affix the company trade name, the company phone number and the identification number assigned by the City, on the pedicab in a location that is clearly visible to the public at all times. These markings shall meet the following requirements:

a) Font – An easily readable font (e.g. Arial Bold or Helvetica) in a color to produce maximum contrast, adequately spaced for maximum readability.
b) Font Size – Minimum 2 inches tall.
   Pedicab Vehicle Decals are to be placed on the rear panel of the pedicab on the upper right side, in manner that is clearly visible.
c) Beach Bike-Path Decals are to be placed on the rear panel of the pedicab on the upper right side, in manner that is clearly visible.

VII) PEDICAB OPERATING REGULATIONS

In addition to the provisions outlined in SMMC Chapter 6.50, all operators and drivers shall comply with the following operating regulations:

a) A driver shall promptly comply with all lawful requests or orders issued by City personnel charged with regulating or enforcing the Pedicab program.
b) A driver shall have in his or her immediate possession a valid California driver's license while operating a pedicab and shall present the license upon request by an authorized enforcement officer or police officer.
c) A driver shall not drive, and an operator shall not allow, a pedicab to operate that is in an unsafe operating condition.
d) A pedicab shall not be operated during the hours of darkness without the taillights and headlights activated. (Also see Rule VII)
e) Pedicab operators must use City-designated Pedicab Stands, if established by the City, when loading or unloading passengers within 400 feet of the Santa Monica Pier.
f) An operator shall, upon reasonable notice, make its pedicabs available to the City for inspections, including annual inspections.
g) Fare schedule signs must meet the following requirements:
   1) Size –minimum of 8 inches in width x 6 inches in height.
   2) Fare Font – An easily readable font (e.g. Arial Bold or Helvetica), at least one

inch tall or a minimum font size of 50, in a color to produce maximum contrast with the background, adequately spaced for maximum readability.

3) Format – The Fare Schedule shall list all applicable fares, including minimum charges, per person charges, by distance fares, by time fares, tour fares, and any other fare or fee charged. Each fare or fee must be listed on a separate line.
4) Location – securely attached to the pedicab in a location clearly visible to all passengers while seated in the pedicab.
5) Telephone Numbers - must include the telephone number for the City's and Operator's comment/complaint lines. The City's Code Compliance office phone number is (866) 311-7266.
6) Operators may include City's Code Compliance email: 311@santamonica.gov.

VIII) BEACH BIKE-PATH OPERATION DECAL LOTTERY

a) To operate on the Beach Bike-Path within the City of Santa Monica boundary, the vehicle and operator must be selected through the Beach Bike-Path Lottery process.
b) Pursuant to Santa Monica Municipal Code 6.50.030, this section governs the lottery for the allocation of Beach Bike-Path decals to ensure that all operators participating in the lottery have a fair and equal opportunity to operate a pedicab on the Beach Bike-Path.
c) To be eligible for a Beach Bike-Path decal, operators must be licensed to operate a pedicab in the City of Santa Monica and have at least one non-electric pedicab (SMMC 3.12.600). A non-electric pedicab shall not have a motor. A pedicab with a disabled motor does not meet the City's standard for a non-electric pedicab.
d) Only pedicabs that have been inspected by the City, recorded as a non-electric vehicle, and received a Pedicab Vehicle decal by the lottery inspection deadline may qualify for entry into the lottery.
e) Decals to operate on the Beach Bike-Path are valid for the annual duration (or renewal) that they are issued.
f) The City will post notice each year on the City's website and in the Santa Monica Daily Press indicating the date of the lottery together with the deadline for each operator to submit an application.
g) The City will announce the number of decals available for the fiscal year at the time of lottery notice.

h) Operators must submit an application indicating their interest in the decal and the number of non-electric pedicabs licensed by the City by the deadline.
i) Operators that miss the deadline must wait for the next lottery for the chance to operate on the Beach Bike-path.
j) The Lottery Proctor will stop accepting applications at the deadline.
k) The Lottery Proctor will have full control of the lottery.
l) If the supply of decals exceeds the number of applications, the Lottery Proctor will distribute at least one decal to each valid operator/application for as long as the supply can be distributed evenly. Once the number of decals cannot be distributed evenly, the Lottery Proctor will record the remaining operator's permit number and enter it into the "Lottery Bucket." Numbers will then be drawn at random to determine who obtains the remaining decals.
m) If the number of applications exceeds the supply of decals, the Lottery Proctor will record each operator's permit number and enter it into the "Lottery Bucket." Numbers will then be drawn at random to determine who obtains a decal.
n) Lotteries will include the creation of a Waitlist. This will include drawing additional decal winners above the number of available decals identified for that fiscal year in effort to have reserve decals should a decal holder forfeit their decal.
o) Once the lottery is complete, the Lottery Proctor will post the results on the City's pedicab webpage.
p) The City may elect to extend the term of decals for an additional year in the following circumstances:
    1. If there are no new operators seeking a decal or the supply of decals exceeds the number of operators; and
    2. The existing decal holder remains licensed and in good standing with the City.
q) If the City extends the term of decals, the City will charge renewal fees for the extended term.

IX) ENFORCEMENT

A pedicab operator's business license may be revoked, suspended, or denied by Department of Transportation for a violation of one of the grounds specified in SMMC Section SMMC 6.50.080(a), as further specified below.

a) Suspension – If a pedicab operator has received three citations for violation of any provision of the SMMC or these Regulations that have become final during the term of the pedicab operator's business license, the pedicab operator's business license shall be suspended for 45 days or as long as at least one citation is open, whichever is longer. For these purposes, if a pedicab operator contests a citation pursuant to

SMMC Chapter 1.09, the citation will become final only if the Hearing Officer determines that the citation should be upheld. The suspension shall become effective 10 days after the mailing of a Notice of Intent to Suspend to the pedicab operator, unless the pedicab operator appeals the decision in accordance with SMMC Chapter 6.16.

b) Revocation – Upon the fourth or more citation for violation of any provision of the SMMC or these Regulations that have become final during the term of the pedicab operator's business license, the pedicab operator's business license shall be revoked. For these purposes, if a pedicab operator contests a citation pursuant to SMMC Chapter 1.09, the citation will become final only if the Hearing Officer determines that the citation should be upheld. In addition, a pedicab operator's business license shall be revoked if the pedicab operator made a materially false, misleading or fraudulent statement or material omission in any applicable application or during the application process. The revocation shall become effective 10 days after the mailing of a Notice of Intent to Revoke to the pedicab operator, unless the pedicab operator appeals the decision in accordance with SMMC Chapter 6.16.

c) Denial – If a pedicab operator submitting an initial business license/pedicab vehicle application has received four or more citations that have become final for violation of the SMMC or these Regulations or any such citation remains unpaid within the prior fiscal year (i.e., July 1-June 30), the City may, in its sole and absolute discretion, deny the initial application. If a pedicab operator has received four or more citations that have become final for violation of the SMMC or these Regulations during the term of the immediately preceding pedicab operator's business license or any such citation remains unpaid, the City may, in its sole and absolute discretion, deny the renewal application. For these purposes, if a pedicab operator contests a citation pursuant to SMMC Chapter 1.09, the citation will become final only if the Hearing Officer determines that the citation should be upheld. In addition, an initial or renewal application for a pedicab vehicle/business license shall be denied if the pedicab operator makes a materially false, misleading, or fraudulent statement or material omission in the application or during the application process. If the City denies either the initial application or the renewal application for any of these reasons, the City shall notify the host in writing.

d) Right to Appeal – If a pedicab operator's business license has been suspended, revoked, or denied, the pedicab operator shall have the right to appeal from this decision in accordance with SMMC Chapter 6.16.

e) Cessation of Operations – The City maintains discretion to immediately suspend or revoke pedicab operator's business license and ability to operate.

f) Surrender of Licenses and Permits – Licenses, permits, and decals shall be surrendered within ten (10) calendar days to the Finance Department's Business

License Unit upon revocation or suspension of the permit.