

Matthew W. Daus, Commissioner/Chair

REQUEST FOR INDIVIDUAL OWNERSHIP VERIFICATION

Date of Request: _____

Requested by: _____

Are you the owner?: YES NO

Phone #: _____

You will be notified by telephone when your request is ready for pickup.

Please complete this form and provide all supporting documents listed:

- Current FH-1.
- Government Issued photo I.D. (Driver's license is preferred).
- Current Workman's Compensation. (If your W/C is not current on your TLC record, you will need to provide proof of up-to-date coverage.)
- Power of Attorney. (If you are not the owner or corporate officer you must have a signed Power of Attorney from the owner to be processed.)

To submit your request with supporting documents:

- Bring your completed form to the TLC facility at the address indicated above. Go to Window 9, 10 or 11 in the Medallion section on the second floor.

-OR-

- Fax your request to (718) 391-5695, Attn to Medallion Ownership Letter Request.

-OR-

- Mail in your request to:
NYC Taxi & Limousine Commission
Attn: Medallion Ownership Letter Request
32-02 Queens Boulevard, 2nd Floor
Long Island City, NY 11101-2324

FOR FURTHER INFORMATION PLEASE VISIT OUR WEBSITE AT www.nyc.gov/taxi

OWNER'S NAME(S): _____

Medallion(s): _____

FOR TLC USE ONLY			
FH-1 Current:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	W/C Current:
Power of Attorney:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO

TLC USE ONLY
Received by: _____
Date: _____