

WAVV -

UID:

# Winnipeg WAV PTP Vehicle Application

Application Date  
(MM/DD/YYYY)

PTP WAVV Identification Number

## Applicant Information

|                                       |             |                             |
|---------------------------------------|-------------|-----------------------------|
| BUSINESS/COMPANY NAME (IF APPLICABLE) |             | AUTHORIZED SIGNING OFFICER  |
| FIRST NAME                            | MIDDLE NAME | LAST NAME                   |
| ADDRESS                               |             |                             |
| CITY, PROVINCE                        |             | POSTAL CODE                 |
| HOME PHONE                            | MOBILE      | OTHER                       |
| EMAIL ADDRESS                         |             | MANITOBA DRIVER'S LICENCE # |

## Dispatcher Information (dispatcher the vehicle will be operating under the WAV system)

|               |
|---------------|
| BUSINESS NAME |
|---------------|

## Vehicle Information

|        |                                      |                  |
|--------|--------------------------------------|------------------|
| VIN #  | LICENCE PLATE                        |                  |
| MAKE   | MODEL                                | YEAR             |
| COLOUR | DATE OF SAFETY INSPECTION (DD/MM/YY) | SEATING CAPACITY |

## Required Documentation

All applicants must provide copies of the following documents with the completed application form:

### All PTP WAVs

- Manitoba Public Insurance registration and insurance documents indicating the vehicle is insured as a vehicle for hire
  - Licence holder must be listed as 'Insured By' on the vehicle registration
- Safety inspection certificates applicable to the vehicle under The Drivers and Vehicles Act, C.C.S.M. c. D104, within 30 days prior to the application for registration;
- Inspection Report from Vehicles for Hire Enforcement;
- PTP Dispatcher Confirmation Letter – Acknowledging your vehicle is operating on the Winnipeg WAV system and they will be responsible for reporting your trips;
- Copy of Government Issued Photo Identification such as; driver's licence, passport, etc
- D409 – Evidence that the vehicle is constructed and equipped to permit the loading, transportation and off-loading of individuals who use a wheelchair, or similar device which can accommodate a seated individual, and who cannot self-transfer.

### Corporation (if applicable)

In addition to the documents required above, a corporation must provide the following:

- A copy of its incorporating documents;
- A Certificate of Status issued by the Companies Office;
- A list of the members of its board of directors;

### Partnership (if applicable)

In addition to the documents required above, a partnership must provide the following:

- The names and addresses of each member of the partnership & share of ownership;
- The business name under which it operates and proof of the registration of its business name;

---

“**accessible**” in respect of a vehicle, means a vehicle

- a) constructed and equipped to permit the loading, transportation and off-loading of individuals who use a wheelchair, or similar device which can accommodate a seated individual, and who cannot self-transfer; and
- b) driven by an individual who is physically capable of providing, and trained to provide in compliance with the requirements of this By-law, transportation services to individuals who use a wheelchair, or similar device which can accommodate a seated individual, and who cannot self-transfer;

“**accessible PTP**” means a vehicle for hire in respect of which an accessible PTP permit has been issued under this By-law;

“**accessible PTP WAV driver’s permit**” means permit issued under this By-law which authorizes an individual to operate and to provide, or offer to provide, transportation services by way of an accessible PTP;

“**accessible PTP permit**” means a permit issued in respect of an accessible PTP;

“**charges**” in relation to a relevant criminal offence or a major driving offence means the initiation of law enforcement proceedings

- a) in the case of an enactment of the Parliament of Canada, by way of an information laid by a peace officer before, and received by, a justice; or
- b) in the case of an offence under an enactment of Manitoba, a proceeding under The Provincial Offences Act, C.C.S.M. c. P160 by information or ticket;

“**Charter**” means *The City of Winnipeg Charter*, S.M. 2002, c. 39;

“**Child Abuse Registry Check**” means a report about a person’s listing in the Child Abuse Registry established and maintained under *The Child and Family Services Act*, C.C.S.M. c. C80;

“**City**” means The City of Winnipeg continued under section 8 of the Charter;

“**city**” means the geographical area within the jurisdictional boundaries of the City of Winnipeg;

“**City**” means the City employee whom the Chief Administrative Officer has designated as responsible for exercising the authority given to the Designated Employee;

“**Criminal Record Check**” means a report about a person obtained from a law enforcement agency stating whether or not the person has been convicted under an enactment of the Parliament of Canada of an offence in respect of which a record of the person’s fingerprints is maintained under the *Identification of Criminals Act*, R.S.C., 1985, c. I-1, or has any outstanding charges for such offences awaiting court disposition, and includes Vulnerable Sector Screening (VSS);

“**disabled person**” means an individual with a physical, mental, intellectual or sensory disability, or a combination of these;

“**dispatch**” means the act of receiving a request for a transportation service or sending a vehicle for hire to a location for the purpose of providing or offering to provide transportation service to a passenger and includes:

- a) receiving requests for transportation services from passengers by any medium, except street hails;
- b) directing a person driving a vehicle for hire to attend at the passenger’s location;
- c) operating any part of a platform that receives requests for transportation services from passengers and connects such requests to a person driving a vehicle for hire; and
- d) any other action that results in a vehicle for hire being sent to a passenger’s location for the purpose of providing the passenger with transportation services, regardless of whether transportation services are actually provided to the passenger;

“**dispatcher**” means a person who dispatches one or more vehicles for hire and who holds a dispatcher licence issued under this By-law;

“**dispatcher licence**” means a taxi dispatcher licence and a PTP dispatcher licence issued under this By-law;

“**enforcement officer**” means

- a) The City;
- b) every person designated under subsection 176(1) of the Charter as an enforcement officer for the purposes of this By-law; and
- c) every person appointed under subsection 176(2) of the Charter as a special constable who, by the terms of

the appointment, is authorized to enforce this Bylaw;

“**major driving offence**” means an offence set out in subsection 125(6) of *The Drivers and Vehicles Act*, C.C.S.M. c. D104;

“**Manitoba Public Insurance**” means the Manitoba Public Insurance Corporation continued by *The Manitoba Public Insurance Corporation Act*, C.C.S.M. c. P215;

“**non-digital platform**” means a platform that is not a digital platform;

“**passenger**” includes a prospective passenger;

“**person**” includes an individual, a partnership, and a corporation (including a cooperative);

“**Provincial driver’s licence**” means a driver’s licence issued under *The Drivers and Vehicles Act*, C.C.S.M. c. D104 that is applicable to the vehicle for hire being driven by the individual;

“**relevant criminal offence**” means an offence under an enactment of the Parliament of Canada involving

- a) an offence involving actual or threatened violence;
- b) an offence involving weapons, including the illegal possession of weapons;
- c) an offence involving sexual assault, sexual exploitation, sexual interference, procuring, or invitation to sexual touching;
- d) an offence involving trafficking of controlled drugs or substances;
- e) an offence involving fraud, false pretences, bribery, extortion or theft over \$5000; or
- f) an offence related to the unlawful operation of a motor vehicle;

“**street hail**” means the offer of, solicitation of, or acceptance of an offer to provide, a transportation service, or the provision of a transportation service, that is not prearranged;

“**PTP WAV**” means a vehicle for hire in respect of which an accessible PTP WAV permit has been issued;

“**PTP dispatcher**” means a person who holds a PTP dispatcher licence;

“**PTP dispatcher licence**” means a PTP dispatcher licence issued under this By-law which authorizes the licence holder to dispatch PTP s;

“**PTP WAV driver**” means an individual to whom a PTP WAV driver registration has been approved;

“**transportation service**” means the provision, or the offer to provide, transportation of a passenger for compensation in which

- a) the passenger controls the route or the destination; and
- b) the vehicle is hired for a single uninterrupted engagement, which may include multiple stops; but does not include
  - a) the transportation of a passenger in exchange for a receipted donation to a non-share capital corporation so long as the transportation is provided whether or not the donation is provided or offered;
  - b) transportation of a passenger provided or offered as part of package of goods or services for which there is a fee or charge so long as the transportation of a passenger is shown by the owner or driver of the vehicle to be merely ancillary to the provision of the goods or services;
  - c) transportation in vehicles regulated by the Motor Transport Board;
  - d) a shuttle service in which transportation is provided based on a pre-determined schedule or route;
  - e) transportation of students by vehicles owned or operated by or on behalf of a school division established under The Public Schools Act, C.C.S.M. c. P250, or a private school as defined in The Education Administration Act, C.C.S.M. c. E10;

“**valid**” in the context of a licence and or permit issued under this By-law means a licence and or permit that has not been revoked, cancelled or expired and is not suspended;

“**vehicle for hire**” means any vehicle in which transportation services are provided and includes, but is not limited to, the following:

- a) a taxi;
- b) an accessible taxi;
- c) a PTP vehicle;
- d) an accessible PTP vehicle; and
- e) a limousine.

## Terms and Conditions

### Qualifications for PTP WAV permit

1. In order to qualify for a PTP WAV permit, a vehicle must
  - a) have been issued a valid Provincial registration;
  - b) be insured with Manitoba Public Insurance as a vehicle for hire in an amount per occurrence which is determined by the City to be sufficient to adequately protect the City, its drivers, its owners and members of the public;
  - c) have been inspected and been issued inspection certificates applicable to that vehicle under The Drivers and Vehicles Act, C.C.S.M. c. D104, no later than March 1, 2021 prior to the application for registration;
  - d) be in good working order, meeting all road safety requirements;
  - e) allow for access and exits by passengers that are controlled by the passenger;
  - f) be registered with a licenced PTP dispatcher; and
2. The City may require that a vehicle and any required equipment be examined and certified as operating appropriately before a permit is issued in respect of the vehicle.
3. In order for a PTP WAV permit to be issued in respect of a vehicle, the owner of the vehicle must complete forms and provide information reasonably required by the City.

### Renewal

4. In order to be issued a renewal of a PTP WAV permit, the permit holder
  - a) Must meet the requirements for an applicant for an initial permit;
  - b) must provide information concerning any factual changes to information provided at the time of its application or most recent renewal; and
  - c) Must not owe any outstanding fines or fees with respect to this By-law or any City parking by-law.

### Operating requirements and inspections of PTP WAVs

5. The owner of a PTP WAV must ensure that it meets all applicable requirements at all times while it is offering or providing transportation services.
6. The owner of a WAV PTP WAV must ensure that notices of a size and containing language approved by the City are prominently displayed on or within the PTP in a way that is visible to all passengers concerning the operation of a camera in the PTP.
7. The owner of a PTP WAV must ensure that it complies with all signage and markings requirements required by the City.
8. The owner of a PTP WAV must agree to, while accepting trips on the Winnipeg WAV system, operate under the maximum taxi fare schedule as approved.

### Consent for Collection and Use of Personal Information

1. I understand that by signing below, I am providing the City of Winnipeg with my explicit consent to collect, use and disclose the personal information provided within this application, and the information provided by third parties as described below, for the purposes of determining and verifying eligibility for a PTP WAV permit and to monitor my ongoing eligibility to operate under this by-law.
2. I hereby authorize The Manitoba Public Insurance Corporation (MPI) to disclose to the designated employee (as that term is defined in section 3(1) of City of Winnipeg By-law No. 129/2017) the following information:
  - a) Whether I have a valid Provincial driver's licence;
  - b) If the vehicle I have registered to drive is insured as a vehicle for hire and the periods for operation;
  - c) Any convictions or suspensions of my driver's license which would impact my ability to operate under City of Winnipeg By-law No. 129/2017;
  - d) My address as maintained by MPI;
  - e) Other information necessary for the administration of my application in compliance with City of Winnipeg Vehicles for Hire By-law 129/2017, The Drivers and Vehicles Act and The Freedom of Information and Protection of Privacy Act.

My consent to collect, use and disclose my personal information as outlined for the above purposes remains in effect for 1 year from the date of signing, or until such earlier date as I notify Manitoba Public Insurance in writing to revoke this authorization.

3. I hereby authorize the City of Winnipeg to disclose to The Manitoba Public Insurance Corporation the following information for the purposes of determining and verifying eligibility for services or benefits:
  - a) Trip log data, as required to administer an insurance claim; and
  - b) Any other information necessary for the administration of my application in compliance with City of Winnipeg *Vehicles for Hire By-law 129/2017, The Drivers and Vehicles Act and The Freedom of Information and Protection of Privacy Act.*

My consent to collect, use and disclose my personal information as outlined for the above purposes remains in effect for 1 year from the date of signing, or until such earlier date as I notify Manitoba Public Insurance in writing to revoke this authorization.

4. I hereby authorize the City of Winnipeg to disclose to (Third Party Contractor) the following information for the purposes of determining and verifying eligibility for services or benefits:
  - a) Trip log data, as required to administer an insurance claim; and
  - b) Any other information necessary for the administration of my application in compliance with City of Winnipeg *Vehicles for Hire By-law 129/2017, The Drivers and Vehicles Act and The Freedom of Information and Protection of Privacy Act.*

My consent to use and disclose my personal information as outlined for the above purposes remains in effect for 1 year from the date of signing, or until such earlier date as I notify the City of Winnipeg in writing to revoke this authorization.

5. I hereby authorize the Province of Manitoba to disclose to the City of Winnipeg my Child Abuse Registry Check results as necessary for the above purposes for 1 year from the date of signing, or until such time as I notify the Province of Manitoba, in writing, to revoke this authorization.
6. I hereby authorize all law enforcement agencies (including Winnipeg Police Service, and RCMP) to disclose to the City of Winnipeg my Criminal Records Check, and other information, as required for the above purposes until such time as I notify, in writing, applicable law

enforcement agencies.

**By signing below, the Applicant agrees that they have fully read and understood all terms and conditions outlined above and the Applicant accepts and agrees to be bound by the said terms and conditions in their entirety.**

**PRIVACY AND CONSENT** Your personal information is being collected under the authority of s.36(1)(b) of The Freedom of Information and Protection of Privacy Act and is protected by the Act. This information will be used to verify permit eligibility; for notification of permit cancellation; for notification of alteration of terms and conditions of agreement (where applicable), verification of any outstanding fines and or charges, and will not be used or disclosed for any other purposes, except as authorized by law. If you have any questions about the collection of this information, contact the Corporate FIPPA Coordinator by mail at 510 Main Street, Winnipeg MB, or by telephone at 311.

X

---

*APPLICANT SIGNATURE*

*DATE*



# The City of Winnipeg DIRECT DEPOSIT APPLICATION FORM

**Please forward completed and signed form to:**

The City of Winnipeg  
Vehicles for Hire  
WPA-VFH@winnipeg.ca

NOTE: Incomplete forms will be returned

**Direct Deposit Application Checklist:**

- Part 1 completed by Vendor**
- Attach an original personalized void cheque
- If unable to supply an original personalized void cheque, have **Part 2 completed by Financial Institution/Bank**
- Return form (and cheque) to VFH

**PART 1: TO BE COMPLETED BY VENDOR**

Name of Organization/Vendor

Address of Organization/Vendor

Contact Name

Telephone Number

City

Prov

Postal Code

Email Address for Remittance Advices

Signature (Must be signed in ink)

Date

Financial Institution/Bank

Address of Financial Institution/Bank

Transit/Branch Number

Institution Number

Account Number

\*Attach original void cheque as verification of above banking information.

**PART 2: TO BE COMPLETED BY FINANCIAL INSTITUTION/BANK**

Transit/Branch Number

Institution Number

Account Number

Is account in Organization/Vendor's Name?  Yes  No (If No, application cannot be processed)

Name and Title of Bank Officer

Bank Domicile Stamp (Please stamp in space provided)

Address of Financial Institution/Bank

Telephone Number

Signature of Bank Officer

**FOR OFFICE USE ONLY**

Confirmed with vendor on: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

Approved: \_\_\_\_\_

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

Vendor Number: \_\_\_\_\_

Location Number: \_\_\_\_\_

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

Initials: \_\_\_\_\_

## INSTRUCTIONS TO COMPLETE A DIRECT DEPOSIT APPLICATION FORM

- Name and address in Part 1 must exactly match the Vendor’s personalized void cheque and invoices.
- Enter the Transit/Branch Number, Institution Number, and Account Number for depositing your funds. Attach an **original personalized void cheque** showing the same information to this form.
  - If this is not possible, have this information confirmed in Part 2 by your Financial Institution/Bank.
- You can find the required information on the bottom left corner of your personalized cheque as shown below.

EXAMPLE:       || 798   || 00026   || 002   || 1234 567  
                  Chq#   Transit#   Inst#   Account #

Transit Number: **0 0 0 2 6** (must be 5 digits)

Institution Number: **0 0 2** (must be 3 digits)

Account Number: **1 2 3 4 5 6 7** (up to a maximum of 12 digits)

- The account you identify **must be active** and hold Canadian funds at a financial institution in Canada.
- **When changing or closing accounts**, you must send a new Direct Deposit Application Form to Vehicles for Hire immediately.
- Email: [WPA-VFH@winnipeg.ca](mailto:WPA-VFH@winnipeg.ca) for any questions or to request new forms.