It’s time for medallion renewals

The City of Seattle and King County have been working hard developing new technology that will improve taxi, for-hire, and TNC licensing processes, including an online system for customers to be able to submit applications and documents without coming to our office. While we had planned to use the new system for medallion renewals, it is not yet ready so we will renew medallions this year similar to the way we have in the past.

**When**
Renewals will start Aug. 7, 2018 and will be by appointment only. For your convenience, we will offer some weekend times in addition to normal business hours. The appointments will be in order of medallion number. If you own multiple medallions, you will renew all of them at your first appointment. We will send the schedule to the dispatch organizations and associations by the end of July and we will post it in our offices and on our website.

**Where**
All renewal appointments will be held at our office on South Dearborn Street.

805 S. Dearborn St.
Seattle, WA 98134

**How**
Please take a few minutes to prepare for your appointment ahead of time by making sure:

- The vehicle used with the medallion passed a safety inspection July 1, 2017 or later.
- If you are adding a vehicle with a rebuilt title that has never been in taxi or for-hire service, you will also need a frame and airbag inspection.
- Your insurance broker sends us your active insurance policy/binder: [vehicleinsurance@seattle.gov](mailto:vehicleinsurance@seattle.gov)
- All your fees and fines have been paid in full, such as your business license fee, any notice of violations fines, no show meter inspection test fees, etc.
- All medallion owners must come in person to the appointment and bring the following:
  - ID
  - The vehicle’s original registration
  - LLC affidavit (if applicable)
  - Original, signed association approval form
  - Cash or check (no other form of payment will be accepted)
- Wheelchair accessible service fees will be collected during your renewal.
- If you plan to transfer (sell) a medallion, you may bring the initial paperwork to your renewal appointment. After 10 days, you must come to our Seattle Municipal Tower office to complete the process.

Delays are not uncommon in developing complicated systems and the project team explored all options in working through some unanticipated challenges before deciding delaying the system launch is in the best interests of our customers. Giving our customers a system that works well and is easy to use is more important to us than how quickly we can begin using it, so we want to spend more time testing it. We apologize it’s not ready for use, but we will continue building it and asking for your help in testing it. The new plan is to have it ready in spring 2019, in time for the next round of renewals.

If you have questions about medallion renewals, call us at 206-386-1267.

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