



TO: San Francisco Color Scheme Managers and Dispatch Permit Holders
FROM: Philip Cranna, Enforcement and Legal Affairs Manager, SFMTA Taxi Services
DATE: June 16, 2026
SUBJECT: **Color Scheme and Dispatch Service Permit Renewals**

A handwritten signature in black ink is positioned to the right of the subject line. The signature appears to be 'Philip Cranna'.

Color Scheme Managers and/or Dispatch Service Permit Holders:

To ensure that your Color Scheme Permit and/or Dispatch Service Permits are renewed, please ensure that you have submitted all required documentation with SFMTA to ensure no interruption in service. **All Color Scheme and Dispatch Service permits expire on June 30, 2026.**

As a reminder, please ensure that you are compliant with the following:

Pursuant to 1103(g)(3), no **Color Scheme Permit** shall be renewed unless the Permit Holder files the following documents by May 1 of each year:

- (A) Current San Francisco business license;
- (B) Completed designated manager form(s);
- (C) Current list of all affiliated Drivers, Medallion Holders and type of Lease for each;
- (D) Insurance certificates demonstrating compliance with the insurance requirements of this Article for every vehicle and Medallion affiliated with the Color Scheme;
- (E) Copy of company drug-free workplace policy; and
- (F) Sworn statement attesting to compliance with this Article and applicable state and federal laws.

Pursuant to 1103(f)(3), no **Dispatch Service Permit** shall be renewed unless the Permit Holder files the following documents by May 1 of each year:

- (A) An updated emergency plan;
- (B) Insurance certificates demonstrating compliance with all required insurance;
- (C) Current San Francisco business license;
- (D) Signed agreement evidencing any corporate, partnership, limited liability, or other form of business organization recognized by the California Secretary of State, if applicable;
- (E) Dispatch Service telephone number;
- (F) Signed agreement with an approved E-Hail application provider; and
- (G) List of affiliated Color Schemes.

Pursuant to 1114(f)(5), no **Dispatch Service Permit** shall be renewed unless the Permit Holder files the following documents by May 1 of each year:

- (B) Completed Designated Manager Form;
- (D) Copy of company drug-free work- place policy;
- (F) Sworn statement attesting to compliance with this Article and applicable state and federal laws.