



**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
COUNTY & AIRPORT TRANSPORTATION DECALS
ADD-ONS FOR PBC VFH-LICENSED COMPANY'S ONLY**

Division of Consumer Affairs - Email: consumer@pbc.gov
50 South Military Trail, Suite 201 - West Palm Beach, FL 33415
(561)712-6600 (Main Office) - 1-888-852-7362 (Boca, Delray, Glades)
Fax #: (561) 712-6610 | Website: www.pbcgov.com/consumer

COUNTY/ AIRPORT Decal Application/ Replacement Decal or 30-Day Short-Term Vehicle Permit

VH # _____ VFH Business Name Below	Business Telephone () - Cell Telephone () -
Physical Location Address (street, city, state & zip)	E-mail address
Business Mailing Address (street, city, state & zip)	MAIL DECAL CHECK BOX * <input type="checkbox"/> Limo/ Sedan/ SUV/ Van/ Shuttle ONLY CALL WHEN READY CHECK BOX * <input type="checkbox"/>

*Note: Taxis/Non-Meds will be scheduled for inspection.

Vehicle Information

County Decal: # _____ @ \$50.00 = Total \$ _____

Airport Decal: # _____ @ \$50.00 = Total \$ _____

30-Day Short-Term Vehicle Permit: # _____ @ \$25.00 = Total \$ _____ Attach Rental Agreement

Replacement Decal: # _____ @ \$25.00 = Total \$ _____

GRAND TOTAL \$: _____

	Vehicle Year	Vehicle make	Vehicle Model	Vehicle VIN # (Last 6 numbers) ATTACH Vehicle Registration. & ASE if needed or Rental Agreement	CHK FOR COUNTY	CHK FOR AIRPORT	CO. UNIT #
1							
2							
3							
4							
5							
6							

- If listing more than 6 vehicles, please use a separate sheet of paper. (Or Attach Spreadsheet)

Payment Information

Credit Card Payment & M.O.	Check Payment
VISA/ MASTERCARD/ DISCOVER OR MONEY ORDERS	Make checks/money orders Payable to: BOARD OF COUNTY COMMISSIONERS

I certify, under penalty of law, that the information provided on this application is true and correct and I acknowledge that I am aware that all information I provide with my application, except credit card numbers, is a matter of public record and is not considered confidential.

OR

Signature of Owner/President _____	Date _____	Company Authorized Representative _____	Date _____
Third Person Walk-In – Authorization Letter provided: _____ Date _____			

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INSTRUCTIONS FOR ADDING A VEHICLE(S) DURING A LICENSE YEAR

1. Please have **your insurance agency/company** submit the required **Insurance certificate** for your business to Consumer Affairs via fax (561-712-6610) or email (consumer@pbc.gov) **PRIOR TO SUBMISSION OF YOUR ADD-ON.**
2. Minimum Requirements: **\$125,000 /\$250,000 /\$50,000 or \$300,000 combined single limit. Certificate Holder: PBC Public Safety Dept., Division of Consumer Affairs, 50 S Military Trail, Suite 201, West Palm Beach, FL 33415.**
3. **If a third party is adding a vehicle**, the Division of Consumer Affairs must have written authorization from the licensed owner prior to accepting payment. (This may be emailed, faxed or handwritten.) If business owner is present with vehicle owner, the business owner will sign the form.
4. Submit a completed application for **Vehicle For Hire Licensed Company Add-on form.**
5. **Fees: (See Form)**
 - *County Decal \$50.00*
 - *Airport Decal \$50.00*
 - *Replacement Decal in current LY \$25.00 with returned original decal.*
 - *30-Short Term Placard with Rental Agreement \$25.00*
6. Payable by check, money order–Checks/Money Orders made payable to: PBC Board of County Commissioners. **If paying by credit card, this must be done in person. CASH IS NOT ACCEPTED.**
7. Provide a copy of the **current Florida vehicle registration** for each vehicle.
8. Provide an **ASE** Inspection for each vehicle older than one model year.
(Example: 2023 and older)
9. **Note: If vehicle owner is changing VFH companies, please return the decal from the prior company. Decals are non-transferable. (Regular Fees apply.)**
10. **If vehicle owner/driver has not obtained, or is pending a VFH Driver's I.D. badge, the decal will not be released until he has been issued the I.D. badge.**

Contact Consumer Affairs with any questions you may have regarding the process for obtaining decals at 561-712-6600.