

LIMOUSINE SERVICE FACT SHEET

Minnesota law requires the Minnesota Department of Transportation to issue permits, inspect vehicles and to audit the records of for-hire limousine service operating within the state. Specific laws, rules and statutes can be found on the website of the Office of The Revisor of Statutes, <https://www.revisor.mn.gov>.

Definition (MN Rule 8880 subpart 9 is superseded by MN Statute 221.84)

“Limousine service” is a service that:

- Is not provided on a regular route;
- Is for-hire;
- Is provided in a limousine;
- Provides only pre-arranged pickup; and,
- Charges more than a taxicab fare for a comparable trip.



A limousine is an unmarked luxury passenger automobile with a seating capacity of not more than 15 people, including the driver, that does not have a meter; and, has a chassis and wheelbase that have been stretched beyond the length of the manufacturer’s original specifications for the vehicle; is a sedan that the manufacturer characterizes as a luxury automobile in sales and promotional material regularly distributed to the public; **or**, is a sedan with an original manufacturer’s suggested retail price or present fair market value of more than \$25,000. A limousine **does not** include a bus, a pickup truck, taxicab, or truck.

Limousine Service Rules

Information regarding limousine service rules and statutes are found in:

- Minnesota Rules Chapter 8880;
- Minnesota Statute 221.84;
- Minnesota Statute 168.002, Subdivisions 15 and 24; and,
- Minnesota Statute 168.128.

Insurance

Limousine operators must maintain a minimum aggregate insurance amount of \$1,500,000 per accident, per vehicle. The insurance requirements are found in:

- Minnesota Rules Chapter 8855.0300, 8855.0400 and 8855.0700 to 8855.0800; and,
- Minnesota Statutes, Sections 168.128, 211.141, and 65B.135.

Application for a Limousine Permit

An application for a limousine permit must be made on the form provided by MnDOT. A corporate officer, general partner, limited liability company board member, or sole proprietor must sign the application and the signature(s) must be notarized. Proof of compliance with Minnesota worker's compensation insurance requirements must be filed at the time of application. The application fee for a limousine permit is \$150.00.

Permit

Limousine operators must obtain a permit before they advertise and operate as a limousine service.

Limousine regulations state that:

- The permit number must appear in all advertising of limousine services;
- Only one limousine permit may be issued per operator;
- The permit must be kept at the operator's principal place of business and a copy of the permit must be kept in each limousine used under the permit;
- A permit is valid until suspended or revoked by MnDOT, or until the operator sells the business;
- A permit may not be assigned or transferred to another person; and,
- A permit holder shall notify MnDOT, in writing, of any change in the information provided in the permit application, including adding or removing vehicles.

Vehicle Decal

A limousine must display a valid limousine decal in the lower right hand corner of the windshield. Applications for vehicle decals can be made only after the operator has a valid limousine permit. The cost of each vehicle decal is \$80.00. Additionally:

- To have a decal, the vehicle must have a LM (limo) license plate;
- Any vehicle with a limousine decal must be inspected by MnDOT annually;
- A decal is vehicle specific and cannot be transferred to another limousine; and,
- A decal is valid for one year from the date of issuance.

Driver Qualifications

The driver of a limousine must:

- Be 18 years of age;
- Have a valid driver's license;
- Be physically qualified and have a medical examiner's certificate;
- For the past three years, have a driving record clear of license cancellations, revocations or suspensions under certain Minnesota statutes; convictions for operating without insurance; and/or, conviction for any alcohol or controlled substance use while operating a motor vehicle; and,
- Not have any convictions for offenses listed in Minnesota Rule 8880.0800, subpart 6. A driver so convicted is disqualified for five years after release from the criminal justice system.

Responsibility of Operator

A limousine operator must:

- Determine that drivers meet the driver qualification standards;
- Conduct initial and annual reviews of each person who operates a limousine to include a driver's driving record and criminal background;
- Maintain records of the initial and annual reviews of a driver's records check;
- Conduct daily inspections of a limousine's coolant level, lights, turn signals, hazard flasher, tires, windshield wipers and washer fluid, inside and outside mirrors, fuel level, horn and safety equipment;
- Conduct annual inspections of a limousine's brake, exhaust, fuel and steering, suspension systems, and frame;
- Keep all required records for three years; and,
- Not use a limousine to provide service when its mechanical conditions are likely to contribute to an accident or breakdown.

Trip Referral

A licensed limousine operator may arrange with another license limousine operator to provide limousine service requested by a customer. The referring operator must keep trip referral records (required in Minnesota Rule 8880.1000, subpart 3); or, the operator providing the service must clearly identify itself to the customer and keep trip and fare records (required in Minnesota Rule 8880.1000, subpart 2).

Leases

A limousine operator may lease a limousine and provide service under its permit. Both lessor (provider of limousine) and lessee (operator of limousine) must keep a signed copy of the written lease and a copy of the lease must be kept in the leased vehicle at all times during the lease period. A lease may include the services of a driver. A lease must state:

- The names of lessor and lessee;
- The date and duration of the lease;
- The terms of compensation;
- The vehicle identification number (VIN);
- That the lessee has exclusive possession and control for the duration of the lease; and, if the lease includes driver services, the lessee assumes the responsibility of determining that the driver meets the qualifications in Minnesota Rule 8880.0800 and shall keep the records required in 8880.1000, subpart 5.

Advertising and service arrangements must be conducted in the name of the lessee only. The lessor may not exercise control over fares charged.

Vehicle Records

A limousine operator shall keep a separate file for a limousine used to provide limousine service. The file must contain the year, make and VIN of a vehicle. The file also must contain:

- A copy of the annual mechanical inspection required by Minnesota Rule 8880.0900 subpart 6; and,
- A copy of the MnDOT Vehicle Inspection Report conducted by MnDOT; and,
- A notation of necessary maintenance, repair, or replacement of vehicle parts and the date the maintenance, repair, or replacement was completed.

Driver Records

A limousine operator shall keep a separate file for each driver employed, or used, to provide limousine service. The driver file must contain:

- The name and birth date of the driver;
- The driver's license number;
- A copy of the medical examiner's certificate;
- A copy of a medical waiver, if any was granted; and,
- A statement, signed by the person who conducted the most recent review of the driver's driving and criminal records, verifying that the driver qualification requirements were met.

Trip Records

A record of each trip provided under the permit must be maintained and must include the following:

- Date of the trip;
- Location of origin and destination;
- Mileage;
- Time trip began and ended; and,
- Fare charged.

Trip Referral Records

A record of each trip referral must be maintained and must include the following:

- Date referred;
- Date the trip was to be provided;
- Name and permit number of the limousine operator to whom the trip was referred, and,
- Name of the customer who requested the service.

Penalties

The Commissioner of Transportation may issue an administrative penalty order to a limousine operator, requiring violations to be corrected and assessing penalties up to \$1,000.00. Under certain circumstances, a limousine operator's permit may be revoked or suspended.

This information is intended to provide you with general guidance concerning the applicable laws and rules and does not constitute legal advice.

The actual Rules can be found at <https://www.revisor.leg.state.mn.us/rules/?id=8880>.