



CITY OF EVANSVILLE
CIVIC CENTER COMPLEX, ROOM 300
1 NW MLK JR. BLVD.
EVANSVILLE, IN 47708

HORSE-DRAWN CARRIAGE LICENSE

(Evansville Municipal Code Chapter 5.50.210 Carriage Business Licenses)

APPLICATION SUBMISSION

All persons must obtain a license from the City Controller's Office under the provisions of the Horse-Drawn Carriage Ordinance of the Evansville Municipal Code 5.50.210, stating that no person shall engage in the business of operating a carriage for hire within the City without obtaining and maintaining a carriage business license pursuant to this article.

City Controller's Office
Attn: License Clerk
Civic Center Complex
1 NW MLK Jr Blvd, Room 300
Evansville, IN 47708.

Please note that incomplete applications will be rejected. Should you have any questions regarding the licensing process, please contact the City Controller's office at 812-436-4919.

LICENSE FEE SCHEDULE

License Application Fee \$25.00

LICENSE FEE PAYMENT

The License Application Fee is due at the time of application.

Payment of the fees can be made by check, cashier's check, or money order. Please ensure that your check or money order is made payable to the City of Evansville. Please note that failure to pay the fees in full or accurately may result in revocation of your license.

APPLICATION APPROVAL OR DENIAL

Applicants shall receive notification regarding the approval or denial of their License Application by the License Clerk in the Controller's Office. It is important to note that License Applications shall only be deemed complete when all the requested information has been supplied by the applicant and all fees have been paid.

Applicants will receive a copy of the approved application and license certificate from the City Controller's Office after the Board of Public Safety has approved the application.

EXPIRATION AND RENEWAL OF LICENSE

It is imperative to note that licenses for Downtown Street Vendor Permit expire annually on the 31st of December, and as such, must be renewed before the expiration date. The renewal process requires the submission of a new Downtown Street Vendor Permit Application to the City Controller at least ten (10) business days before the license expires. It is recommended that all license holders adhere strictly to the renewal process to avoid any potential legal or financial implications that may arise from non-compliance.



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----- FOR BPS USE ONLY -----

Permit Number _____

Approved by _____

Date _____

HORSE-DRAWN CARRIAGE LICENSE

(Evansville Municipal Code Chapter 5.50.210 Carriage Business Licenses)

FEE \$25.00 PERMIT: BEGINNING DATE _____ ENDING DATE 12/31/ _____

OWNER'S NAME _____

OWNER'S ADDRESS _____

CITY, STATE, ZIP _____ PHONE NUMBER _____

TYPE OF BUSINESS: CORPORATION _____ LIMITED LIABILITY COMPANY _____

PARTNERSHIP _____ SOLE PROPRIETORSHIP _____ OTHER _____

LIST OF ALL PARTNERS, DIRECTORS, OFFICERS, OWNERS, ETC.

(attach additional pages as needed)

NAME _____

ADDRESS _____

CITY, STATE, ZIP _____ PHONE NUMBER _____

LOCATION OF ANY SIMILAR BUSINESS ENTERPRISE _____

HAS THE APPLICANT, ANY OFFICERS, DIRECTORS, ETC. EVER BEEN CONVICTED OF A FELONY? IF SO, LIST NAME AND OFFENSE. _____

LIST OF ALL RATES AND CHARGES _____

NUMBER OF CARRIAGES TO BE OPERATED _____

SEATING CAPACITY OF EACH CARRIAGE _____

MANUFACTURER OF CARRIAGE _____

ATTACH THE FOLLOWING:

1. A copy of the **ANNUAL HEALTH EXAMINATION** of the horses.
2. **PHOTOGRAPH OF EACH CARRIAGE**
3. **INSURANCE CERTIFICATE OF PUBLIC LIABILITY**
 - a. The Permittee shall maintain public liability insurance coverage equal to or greater than \$250,000 for the injury or death of any one individual and \$500,000 per occurrence, and with \$50,000 property damage (Code 5.50.240)
 - b. **THE CITY OF EVANSVILLE MUST BE LISTED AS ADDITIONAL INSURED.**

I, _____, state that the facts contained in and attached to this application are true, as I am informed and verily believe.

OWNER'S SIGNATURE _____

DATE _____



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I _____ agree, if licensed, that I will declare my business strictly in accordance with Section 117.201 et. Seg. Or the Municipal Code of the City of Evansville and all rules and regulations required by the Board of Public Safety concerning the operation of carriages. The applicant further agrees to indemnify and save harmless the city. Its officers, agents, and employees, from any and all loss, costs, damages, or expenses because of legal liability which may result from or arise out of the granting of the license for the operation of a carriage for which the license is issued, and that the licensee will pay any and all loss or damage that may be sustained by any person resulting from or arising out of the illegal or negligent operation or maintenance of a carriage.

I further agree to maintain the required liability insurance, at my expense, in its original amount at all times during the period for which the license is in effect. In the event two (2) or more licenses are issued to one licensee, one such bond or policy of insurance may be furnished to cover two (2) or more vehicles. Each bond or policy shall be of a type where coverage shall automatically be restored after the occurrence of any accident or event from which liability may thereafter accrue.

OWNER'S SIGNATURE _____ DATE _____

STATE OF INDIANA)
) SS:

COUNTY OF VANDERBURGH)

SUBSCRIBED AND SWORN to before me, a Notary Public, in and for said County and State, on this the _____ day of _____.

Notary Public Signature _____

Notary Public Name _____

County of Residence: _____

My Commission Expires: _____

My Commission No.: _____

FOR THE CONTROLLER'S OFFICE, USE ONLY

CHECK NUMBER _____ BUSINESS ACCT # _____

LICENSE CLERK _____ LICENSE NUMBER _____

Article VI. Horse-Drawn Carriages

5.50.200 Definition.

For the purposes of this article, the following definition shall apply unless the context clearly indicates or requires a different meaning:

“Carriage” means a vehicle drawn by one or more horses used to transport one or more persons. [Ord. [G-87-19](#), passed 6-27-87. 1982 Code § 117.200; 1983 Code § 11.117.200.]

5.50.210 Carriage business license.

(A) License Required. No person shall engage in the business of operating a carriage for hire within the City without obtaining and maintaining a carriage business license pursuant to this article.

(B) Application. Any person desiring to obtain a carriage business license shall be required to submit the following information:

- (1) Name, local address and telephone number, primary business address and telephone number;
- (2) If a partnership, the names and addresses of all partners;
- (3) If a corporation, the names and addresses of the principal officers and the directors of the corporation;
- (4) If any other type of business enterprise, the names and addresses of all owners and officers;
- (5) Location of any similar business enterprise;
- (6) Proof of required liability coverage;
- (7) A list of rates and charges;
- (8) A copy of the annual health examination of the horses to be used in the operation of the business;
- (9) Any other information required herein by the Board of Public Safety to effectuate the purposes herein.

(C) Issuance and Approval. A carriage business license shall be issued by the City Controller following approval by the Board of Public Safety and payment of the fee provided in subsection (D) of this section.

(D) License Fee. The annual fee for the carriage business license shall be \$25.00. This fee shall not be prorated or reduced upon suspension, revocation, or for shorter periods of use. The fee shall be paid before the license is issued. [Ord. [G-87-19](#), passed 6-27-87. 1982 Code § 117.201; 1983 Code § 11.117.201.]

5.50.220 Carriage standards.

No person shall operate a carriage for hire upon City streets and rights-of-way which does not meet the following standards:

- (A) Carriage wheels shall be equipped with rubber or rubber-like covering to protect streets from damage and reduce noise.
- (B) Carriages shall be equipped with operable brakes, tail lights, brake lights, and turn signals on the rear of the vehicle.
- (C) Carriages shall be equipped with front lights on both sides that will emit light to the front and side that will be visible for a distance of 500 feet.
- (D) Carriages shall be equipped with a device to catch manure and prevent its falling to the pavement.
- (E) Carriages shall be equipped with a chemical to be poured over horse urine by the driver so as to break down and eliminate accumulated agents and odors.
- (F) Carriages shall be equipped with a slow-moving vehicle sign approved by the State of Indiana and attached to the rear of the vehicle.
- (G) Carriages shall be equipped with rate cards affixed to the carriage in a prominent location so as to advise prospective clientele of the rates and fares. Rate cards shall bear the name and address of the carriage business and a complete schedule of rates and fares which shall be the same as the rates and fares on file in the City Controller's office. [Ord. [G-87-19](#), passed 6-27-87. 1982 Code § 117.202; 1983 Code § 11.117.202.]

5.50.230 Operation of carriage.

The driver or operator of a carriage for hire shall:

- (A) Safely operate the carriage;
- (B) Comply with all laws, ordinances, and rules and regulations of the Board of Public Safety concerning the operation of carriages;
- (C) Not solicit patronage in a loud tone of voice or in any manner annoy or obstruct the movement of persons or follow any person for the purpose of soliciting business;
- (D) Apply a chemical over horse urine so as to break down and eliminate accumulated agents and odors;
- (E) Dispose of manure in a sanitary manner. [Ord. [G-87-19](#), passed 6-27-87. 1982 Code § 117.203; 1983 Code § 11.117.203.]

5.50.240 Liability coverage.

(A) No carriage business shall operate a carriage for hire within the City without obtaining and maintaining public liability insurance. Such policy of insurance shall name the City as an additional insured.

(B) The required amount of liability insurance coverage hereunder shall not be less than \$250,000 for the injury or death of any one individual and \$500,000 per occurrence, and with \$50,000 property damage. [Ord. [G-87-19](#), passed 6-27-87. 1982 Code § 117.204; 1983 Code § 11.117.204.]

5.50.250 Violations.

(A) Any violation of this article shall be grounds for suspension or revocation of any license issued hereunder. Suspension and revocation shall be by the Board of Public Safety following notice and hearing thereon.

(B) Failure to comply with the provisions of this article shall be grounds for denial of a license. Denial may be reviewed, at the request of the applicant, by the Board of Public Safety.

(C) Failure to comply with any of the terms of this article shall constitute a violation of this article and subject the violator to the penalties provided in EMC [5.50.900\(A\)](#). [Ord. [G-2017-20](#) § 2, passed 8-15-17; Ord. [G-87-19](#), passed 6-27-87. 1982 Code § 117.205; 1983 Code § 11.117.205.]

5.50.260 Term of licenses.

The license issued hereunder shall be valid for a term of one year and shall expire on midnight of December 31st of the year of issuance unless sooner revoked or suspended as provided in EMC [5.50.250](#). [Ord. [G-87-19](#), passed 6-17-87. 1982 Code § 117.206; 1983 Code § 11.117.206.]

5.50.270 Board of Public Safety.

The Board of Public Safety shall have the authority to adopt rules and regulations concerning the operation of carriages, including, but not limited to:

(A) The authority to provide for areas upon the streets and public rights-of-way of the City exclusively or nonexclusively for the use of loading and unloading of carriage passengers; such areas to be referred to as “carriage stands.”

(B) The authority to authorize, limit, or prohibit the operation, parking, or standing of horse-drawn vehicles upon the public streets and public rights-of-way (including but not limited to the use of the Main Street Walkway) at such dates, times, locations, and conditions as the Board of Public Safety deems best with due regard to public safety,

aesthetics, convenience of the public, and accommodation of special events. Such rules and regulations of the Board of Public Safety shall be effective when:

(1) Posted; or

(2) Forty-eight hours from the time notice is sent by depositing a copy thereof in the United States Mail, postage prepaid, addressed to the licensee at the local address shown on the application for the carriage business license.

(C) Two copies of the rules and regulations of the Board of Public Safety herein shall be maintained in the City Clerk's office for public inspection. [Ord. [G-87-19](#), passed 6-27-87. 1982 Code § 117.207; 1983 Code § 11.117.207.]