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Scan QR Code:

Visit nyc.gov/BusinessToolbox.
Click Apply for instructions to submit
your license application online.



Tow Truck Driver License Application Checklist

Who Must Have a Tow Truck Driver License?

You must have a Tow Truck Driver license if you move or remove disabled, illegally parked, or abandoned motor vehicles or vehicles involved in accidents by another motor vehicle for direct or indirect compensation in the City of New York.

To apply, you must be at least 18 years old.

This description is only a general explanation of who must have a Tow Truck Driver license.

License Requirements

The Department of Consumer and Worker Protection (DCWP) will deny your application if you fail to provide the required documents and information:

☐ **Basic Individual License Application**

☐ **Current Driver's License**

You must be at least 18 years old and possess a valid New York State driver's license with the appropriate "W" endorsement (Tow Truck Operator endorsement).

If you are a resident of another state and do not hold a New York State driver's license:

- You must be at least 18 years old and possess a valid and current out-of-state driver's license that is equivalent to a driver's license that allows someone to drive a tow truck in New York State.

For information on New York State requirements for a valid driver's license, visit the Department of Motor Vehicles online at <https://dmv.ny.gov/>

Note: If you become a resident of New York State, State law requires that you get a New York State driver's license within 30 days of becoming a New York State resident.

☐ **Certified Proof of Valid Driver's License (*if applicable*)**

If you are not a resident of New York State and possess a valid driver's license from another state, you must submit a Certified Abstract of your driving record issued within the last 30 days from the State Department of Motor Vehicles that issued your license that demonstrates the license is valid and in full force and effect.

Note: You may be required periodically to submit abstracts or other proof to demonstrate that your license remains valid and in full force and effect.

☐ **Current Color Passport-size Photograph of License Applicant**

Online: Applicants can upload an image file of digital passport photo quality. A digital camera with a resolution of 1 mega-pixel is adequate.

Mail: Applicants can submit a current color passport-size photograph.

In Person By Appointment Only: See Questions section to contact DCWP. DCWP will photograph license applicants at no cost.

☐ **Fingerprints and Processing Fee**

You must schedule an appointment with Identogo to be fingerprinted:

- Visit <https://uenroll.identogo.com>
- Enter:
 - **Service Code.** Enter 1585N7
 - **Agency ID.** Enter numbers only from Application Number. Application Number is on your receipt or confirmation letter when you apply online.
Example: For Application Number 1234567-2023-AHIC, enter only 12345672023 as Agency ID.
- Follow the instructions and pay the required fee(s).

☐ **Granting Authority to Act Affirmation**

Required if someone other than the license applicant will prepare and submit this application. The applicant must sign the license application and all related forms.



Consumer and Worker Protection

☐ **License Fee**

License Period: 2 years	Expiration Date: October 31 Even Years	License Fee:	
If You File Your Application Between These Dates:		Option 1	Option 2
From November 1 in an even year to April 30 in an odd year		Pay \$20 for a license expiring October 31 of the next even year. <i>(Valid for at most 24 months.)</i>	
From May 1 in an odd year to October 31 in an odd year		Pay \$15 for a license expiring October 31 of the soonest even year. <i>(Valid for at most 18 months.)</i>	
From November 1 in an odd year to April 30 in an even year		Pay \$10 for a license expiring October 31 of the soonest or same even year. <i>(Valid for at most 12 months.)</i>	
From May 1 in an even year to October 31 in an even year		Pay \$5 for a license expiring October 31 of the same even year. <i>(Valid for at most 6 months.)</i>	Pay \$25 for a license expiring October 31 of the following even year. <i>(Valid for at most 30 months.)</i>

Pay by:

- ☐ Credit card (Visa, MasterCard, American Express, Discover Card only)
(Online or in person)
You will be charged a nonrefundable 2% Convenience Fee.
- ☐ eCheck *(Online)*
- ☐ Check or money order payable to DCWP *(In person or by mail)*

Additional City or State Permits/Licenses/Clearances You May Need

You must have a DCWP *Tow Truck Company* license if your business moves or removes disabled, illegally parked, or abandoned motor vehicles or vehicles involved in accidents by another motor vehicle for direct or indirect compensation.

Questions? We're here to help!

- **Email:** onlineappsdocs@dcwp.nyc.gov
- **Phone:** (212) 487-4060. (Monday - Friday, 8 a.m. - 4 p.m.)

Free Interpretation Services are available on-site. To request a disability-related accommodation, visit nyc.gov/dcwp and search “accommodations” or email DCWP’s Americans with Disabilities Act (ADA) Coordinator at DCWPADACoordinator@dcwp.nyc.gov.

Additional Resources for Tow Truck Drivers

- For the laws and rules that may affect your business, visit nyc.gov/BusinessToolbox.
- For **Inspection Checklist: Tow Truck Companies and Drivers**, visit nyc.gov/BusinessToolbox.
- **Change of Address**
You must notify DCWP in writing of changes to your residence within 10 days of the change.
- For resources to help your business open, operate, and grow, visit nyc.gov/business.