



APPLICATION FOR THE OPERATION OF A  
PEDICAB/RICKSHAW  
ON THE PUBLIC RIGHT-OF WAY

CITY OF ALEXANDRIA, VIRGINIA  
TRANSPORTATION & ENVIRONMENTAL SERVICES  
CONSTRUCTION & INSPECTION DIVISION  
301 KING STREET, ROOM 4130  
ALEXANDRIA, VA 22314  
703-746-4035 (office); 703-838-6438 (fax)  
alexandriava.gov

Base Address (used to issue permit): \_\_\_\_\_

Applicant: \_\_\_\_\_

Mailing Address: Street Name & No.: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Area of Operation: \_\_\_\_\_

Hours of Operation: \_\_\_\_\_

No. of Pedicabs/Ricksaws Which Will Be Operated: \_\_\_\_\_

Requested Dates: (Begin) \_\_\_\_\_ (End) \_\_\_\_\_

Hours of Operation: \_\_\_\_\_

**TOGETHER WITH THIS APPLICATION, THE APPLICANT MUST PROVIDE:**

- A Copy of the Current City of Alexandria Business License;
- Fee Schedule;
- Certificate of Insurance for General Liability, Naming the City of Alexandria as Additional Insured.

**NOTICE:** In order for a permit to remain current, the liability insurance and the city business license must also remain current. Expiration of either the insurance, or the business license, shall be cause for the permit to be revoked. If a permit is revoked, fees paid will be forfeited.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Expiration Date of Insurance: \_\_\_\_\_ ; of Business License: \_\_\_\_\_

Request Approved: Yes \_\_\_\_\_ ; No \_\_\_\_\_

Comments: \_\_\_\_\_

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