



## PFHT Permit Renewal Deferred Payment Agreement

During the COVID-19 public health crisis, Private for-Hire Transportation (PFHT) companies and drivers are facing an unexpected financial burden. To help provide companies and drivers temporary relief, we are offering the option to defer the payment of permit renewal fees until the end of October 2020.

**Am I eligible?** This agreement only applies to permits that expire in April, May, June, July, August September 2020. Permits must be in good standing and otherwise would be approved for renewal.

### How do I request a deferred payment plan?

- Complete this form.
- Submit this form as part of the renewal application through the PFHT self-service portal.
- At the end of the renewal application, you will be given a few payment options.
- Select, “Submit this application and pay fees separately.”

**How will I know if I’ve been approved?** PBOT will review each request. If the agreement needs correction, PBOT will notify you that a correction needs to be made. After PBOT reviews the request, a notification will be sent to the permit holder approving or denying the request.

**Who is responsible for payment?** The individual who signs this document is the responsible party.

**When and how will I pay the permit renewal fees?** The amount owed must be paid in full and is due no later than October 31, 2020. Submit payment through the PFHT self-service portal.

**Questions?** Email [regulatory@portlandoregon.gov](mailto:regulatory@portlandoregon.gov).

<b>Company Name:</b>	
<b>Authorized Company Representative:</b>	
<b>Type of permit being renewed with this application:</b>	
<b>Number of permits being renewed with this application:</b>	
<b>Total deferred permit cost:</b>	

*By signing this form, I agree to pay all permit fees according to the above payment schedule. I understand that I (or the company I represent) am solely responsible for managing the deadlines listed on this form, regardless of whether the business receives a reminder notice from the Private for-Hire Transportation Program. I understand that a failure to pay the entire balance by the payment due date above will constitute a violation of Portland City Code Chapter 16.40.910 and may subject those permits to immediate suspension.*

**Signature of person responsible for payment:**

**Printed Name:**

**Date:**