



# TOW TRUCK FEES AND RATES FORM

## THE APPLICATION PROCESS

This document should be completed and submitted by City of Vaughan Tow Truck Owner licence holders, or authorized agents, to update their fees and rates, in line with Licensing By-law posted in the [By-law Library](#) at [www.vaughan.ca/bylaw](http://www.vaughan.ca/bylaw), as amended. For more information or to submit the form, contact us:

**By-law and Compliance, Licensing and Permit Services Department, City of Vaughan**  
Vaughan City Hall, 2141 Major Mackenzie Dr., 1<sup>st</sup> floor, Vaughan, ON, L6A 1T1  
Phone: 905-832-2281 | Email: [bylaw.licensing@vaughan.ca](mailto:bylaw.licensing@vaughan.ca)  
Website: [www.vaughan.ca/businesslicensing](http://www.vaughan.ca/businesslicensing)  
Hours: Monday to Friday, 8:30 am to 4:30 pm, except for statutory holidays

### How to submit this form

Licensees have four options for submitting new or renewal licence applications:

1. **The Licensing Portal** with your renewal, posted at [vaughan.ca/BusinessLicensing](http://vaughan.ca/BusinessLicensing).
2. **Mail** to the By-law and Compliance, Licensing and Permit Services Department.
3. **Drop off** to drop-boxes located at the entrances of Vaughan City Hall, with the enveloped marked, "Attn: By-law and Compliance, Licensing and Permit Services".
4. **By e-mail** to [bylaw.licensing@vaughan.ca](mailto:bylaw.licensing@vaughan.ca).

### Who can submit the application?

The licensee may submit or a person who has previously been designated as an "authorized agent". Licensees can designate someone to be an Authorized Agent using this [form](#) which is posted at [vaughan.ca/BusinessLicensing](http://vaughan.ca/BusinessLicensing).

## THE APPLICATION

### Section 1 – Tow Truck Owner Licensee information

Please complete this section with respect to the applicant or licensee.

Indicate who is submitting this form to the City of Vaughan

- The Tow Truck Owner licensee
- An Authorized Agent

Municipal licence number (if you already have one)

Registered business name

Operating business name

Name of person submitting this form (first name and last name)		
<b>Section 2 – Tow Truck Information</b>		
Provincial Licence Plate		City of Vaughan Municipal Licence Plate
Vehicle Identification Number (V.I.N.)	Gross Vehicle Weight Rating (GVWR)	
Brokerages that the tow truck operates with		
<b>Tow Truck Type</b> <input type="checkbox"/> Wrecker <input type="checkbox"/> Flatbed <input type="checkbox"/> Other, please specify:		
<b>Section 3 – Tow truck fees and rates</b>		
Provide a complete listing of all rates and other fees that may be charged customers; note that all rates and fees must be in line with the provisions of Licensing By-law, as posted in the <a href="#">By-law Library</a> .		
<b>Services for tow trucks <u>not exceeding 2,271 kg</u></b>		
	<b>Maximum fee or rate</b>	<b>Your fee or rate</b>
Towing (a flat-rate fee)	\$280	
Off-road recovery	\$100	
Use of dollies	\$45	
Use of a second truck	\$150	
Winching	\$45 per ¼ hour	
Tarping	\$20	
Provision of a bag of absorbent material (oil dry)	\$10	
Towing outside of City	\$3.58/km	
Waiting at a Collision Reporting Centre	\$68 for the first hour or part thereof, and \$17 for each 15 minutes thereafter	
Storage inside	\$60 per day	
Storage outside	\$55 per day	
<b>Services for tow trucks <u>between 2,271 kg and 11, 794 kg</u></b>		
Towing (a flat-rate fee)	\$373	
Off-road recovery	\$100	
Driveshaft pulling	\$75	
Use of second Truck	\$250	
Winching	\$75 per ¼ hour	
Tarping	\$20	
Provision of a bag of absorbent material (oil dry)	\$10	
Towing outside of the City	\$3.58/km	
Waiting at a Collision Reporting Centre	\$68 for the first hour or part thereof, and	

	\$17 for each additional 15 minutes	
Storage inside	\$60 per day	
Storage outside	\$55 per day	

**List any additional services you would like to charge for**

These proposed fees and rates are subject to the approval of the Director and Chief Licensing Officer of By-law and Compliance, Licensing and Permit Services.

Additional services	Your fee or rate

**Section 4 – Declarations**

By signing below, the applicant and authorized agent certify that:

- 1) The information contained in this form and other attached documentation is true and accurate to the best of the knowledge of the applicant/licensee and agent.
- 2) The application may contain “personal information” as defined under the Municipal Freedom of Information and Protection of Privacy Act. This information is required pursuant to the provisions of the Municipal Act. It will be used by the City of Vaughan to process this application, for administration of this licence and to ensure compliance with all applicable statutes, regulations and by-laws. Questions about this collection should be directed to the Chief Licensing Officer, By-law and Compliance, Licensing and Permit Services, City of Vaughan, 2141 Major Mackenzie Drive West, Vaughan, Ontario L6A 1T1, telephone number (905) 832-2281.
- 3) The applicant further agrees that any false information may result in refusal to appoint someone as an agent.

**Only one signature is required below.**

Signature of the applicant (sole proprietor, partner, officer or director)	Date (dd/mm/yy)
Signature of authorized agent (if applicable)	Date (dd/mm/yy)