

1.	Service name	Issuing permits to carry passengers in taxi passenger cars
2.	Service recipients	Natural and legal persons
3.	Service type: electronic/ non-electronic service	Electronic and non-electronic
3.1.	Link to e-service (<i>if the service is electronic</i>)	https://paslaugos.vilnius.lt/service-list/Leidimo-vezti-keleivius-lengvuoju-automobiliu-taksi-isdavimas
3.2.	Link to the application form (-s) (<i>if the service is non-electronic</i>)	https://paslaugos.vilnius.lt/service-list/Leidimo-vezti-keleivius-lengvuoju-automobiliu-taksi-isdavimas
4.	Service provision duration	20 working days
5.	Service price	EUR 45
6.	Methods and procedure of payment for services (<i>also including the option of payment for foreigners</i>)	A fee shall be paid before the permit is issued to the budget revenue account of the MF under the State Tax Inspectorate by any available means.
7.	Description of the service provision procedure	Having examined the application, the documents and information: 1. the applicant shall be notified of any deficiencies within 3 working days. 2. a response shall be prepared and approved, if the applicant does not meet the requirements or he has failed to correct the deficiencies within the set period of time. 3. a draft Order of the Director of the Administration on issuing a license or a permit (if there are no deficiencies) shall be drafted and approved. Having released the Order, a permit shall be approved, signed and registered, transferring permit data to the licensing information system.
8.	Information and documents to be submitted	1. A completed application. 2. An identity document or its copy (when a natural person seeks to obtain a permit). 3. A certificate of registration of individual activity or its copy (where a natural person

		<p>seeks to receive a permit).</p> <p>4. A road vehicle registration certificate (will be returned keeping its copy).</p> <p>5. A roadworthiness test card (report) (will be returned keeping its copy).</p> <p>6. A motor third party liability insurance certificate (will be returned keeping its copy).</p> <p>7. If the carrier has not been included in the Road Vehicle Register of the Republic of Lithuania as the owner or manager of the vehicle, even though the vehicle has been registered in the Road Vehicle Register of the Republic of Lithuania, a purchase-sale agreement of the vehicle or another document proving the right of ownership of the vehicle and, if the carrier is not the owner of the vehicle, a loan-for-use, a lease agreement or any other document evidencing that the vehicle is operated on a lawful basis (will be returned keeping its copy).</p> <p>8. If the vehicle has not been registered in the Register of Road Vehicles of the Republic of Lithuania, an agreement on the purchase - sale of the vehicle or another document proving ownership of the vehicle and, if the carrier is not the owner of the vehicle, a loan-for-use, lease or any other document proving that the vehicle is operated on a lawful basis (will be returned keeping its copy).</p>
9.	Contact information of the service provider (job position, name, surname, e-mail, telephone number of the responsible employee)	<p>Head Vida Jankauskienė e-mail: vida.jankauskiene@vilnius.lt tel. (8 5) 211 2299</p> <p>Chief Specialist Natalija Žuravliova e-mail: natalija.zuravliova@vilnius.lt tel. (8 5) 211 2736</p> <p>Chief Specialist Eglė Sadaunykienė e-mail: egle.sadaunykiene@vilnius.lt tel. (8 5) 211 2270</p>

10.	Procedure of appeal of service provider's actions (omission)	Actions may be appealed to the Director of Vilnius City Administration, the Administrative Disputes Commission of Lithuania (Vilniaus g. 27, LT-01402 Vilnius) or the Vilnius Regional Administrative Court (Žygimantų g. 2, LT-01102 Vilnius) in accordance with the procedure prescribed by the Procedure for Hearing Pre-Trial Administrative Disputes of the Republic of Lithuania and the Law on Administrative Proceedings of the Republic of Lithuania, or the Seimas Ombudsmen's Office (Gedimino pr. 56, LT-01110 Vilnius) in accordance with the procedure established by the Law on Seimas Ombudsmen.
11.	Contact details of the organizations, which may provide the necessary information and practical assistance to service recipients (<i>if such organizations are known</i>)	Unknown