

WHY DO YOU WANT TO BE A DRIVER WITH 13CABS CANBERRA

To be a good citizen:

To help the community:

Love driving in our beautiful city:

Making a difference do the little things matter:

Does my appearance matter:

Make a Good Living:

WANT TO JOIN OUR TEAM AS A DRIVER

1. Must have a full Australian Driver's License

2. In Canberra you need to go to Access Canberra to get a T endorsement on your ACT license, need to apply for a WWVP card and a driver authority card. There is a small cost in getting these cards. Keep your receipts for taxation claims.

This also applies if you come from another state or country.

3. If you live in NSW, then the process is the same, but you must go to NSW RMS. You must also produce your passport if you are from another country.

4. You must go to the ATO or post office to apply for an ABN Number.

5. You must do at least 15 hours of Jockeying in a taxi with an approved operator, learn and understand the MTI Dispatch system and the PAX payment system and the Shadow Meter. There is a jockeying form to be filled in by your operator that you have the knowledge and confidence in driving a taxi.

There is a short training video that you will need to view as you will be asked questions when you come to the base with your paperwork. This also includes Guide dogs, companion animals, working with the elderly and frail.

<https://elearning.easygenerator.com/3e131a75-d481-4493-95a9-bc3b7e420299/>

6. Once you have completed the above sections and complete the "NEW Driver Form" then bring everything to the base where you will be given a PIN Number so you can access the dispatch system. You will be required to complete all attached paperwork.

This PIN Number is NOT to be shared with anyone.

7. Taxi uniforms are available at the base. You should keep the receipt and claim them on your taxation

8. To be part of our Silver Service Team you will require a clean driving record for more than 12 months.

9. **ALL** drivers are answerable to their operators, and **ALL** operators are answerable to Aerial Capital Group administration



APPROVED OPERATOR LIST 2025

PLEASE NOTE: Only the operators that are listed below are permitted to conduct your jockeying hours. Your paperwork will not be accepted if signed by any other members.

| | |
|----------------------------|---------------------|
| Amandeep Singh: | 0434 173 314 |
| Navdeep Singh: | 0402 921 140 |
| Sharyar Khan: | 0425 658 258 |
| Bhupinder Singh: | 0403 614 952 |
| Gurkirpal Singh: | 0433 995 550 |
| Mohammad Ikram: | 0411 684 045 |
| Navjot Singh Malhi: | 0413 205 034 |
| Veliath Anthony: | 0403 792 216 |
| Fayyuz Rehman: | 0410 400 131 |
| Gurcharan Singh: | 0491 626 818 |
| Muhammad Suleman : | 0402 798 402 |



Trading as



JOCKEY TRAINING WORKSHEET

| | | | |
|-----------------------|--|------|--|
| Sponsor Operator Name | | | |
| Signature of Operator | | Date | |
| Jockey Name | | | |
| Jockey Signature | | Date | |

DRIVING LOG

| Date | Start Time | Finish Time | Taxi Number | Signature Driver | Signature Jockey |
|------|------------|-------------|-------------|------------------|------------------|
| | | | | | |
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To be able to become a certified driver within Aerial Capital Group the jockey must complete a minimum of 12 hours practical orientation in a taxi operated by an accredited taxi driver. During this time the jockey must demonstrate competency in all aspects of driving – sign off must be given on all training points to be considered acceptable to drive under any Aerial branding. Jockeying must be completed before attending the induction course.

| MTI | | PAX | |
|----------------------------|--|--------------------------|--|
| Logon/Log off | | Card Processing | |
| Plotting In | | TSS Card Processing | |
| Rank Preference | | Manual Card Processing | |
| Bidding for Cover Work | | Shift Totals | |
| Sending/Receiving Messages | | Multiple Hire Procedures | |
| Payment Details | | Payments Via Boking Apps | |
| Fixed Price Jobs | | Aerial Vouchers | |
| Use of Map and Navigation | | | |



Trading as



New Driver Details

Contact Information

First Name: _____

Surname: _____

Address Line 1: _____

Address Line 2: _____

Phone Number: _____

Email: _____

Emergency Contact

Name: _____ Number: _____

Credentials & Business Information

Date profile created: _____

Date of Birth: _____

Australian Business Number (ABN): _____

Number of Hours Jockeying: _____ Taxi No.: _____

Driver Licence Number (login username): _____ Expiry Date: _____

Driver Authority Number: _____ Expiry Date: _____

WWVP Reference Number: _____ Expiry Date: _____

Preferred PIN (login password, 4 digits): _____ (cannot start with '0')

PLEASE NOTE: You may be required to transport animals with their owners.

Aerial Staff Signature _____

Date _____

Aerial Capital Group Driver Affiliation Agreement

I, _____ of licence number _____ hereby agree to abide by the rules, By-Laws & Company Service Standards of Aerial Capital Group as well as the Road Transport Public Passenger Services Act 2001 and the Road Transport Public Passenger Regulations 2002 as published by the ACT Government as a prerequisite for driver affiliation, and for the use of the Personal Identification Number (PIN) allocated to me by the Aerial Transport Booking Service.

I acknowledge that this PIN is not to be disclosed to anyone else and will solely be used by me. I understand that if this PIN is disclosed to another person for the unauthorised use in a taxi that I will be penalised in accordance with the Aerial By-Laws and the matter may be referred to the Road Transport Authority.

Should I change my address, I will notify base staff within two weeks of doing so.

I further agree to notify Aerial Capital Group and the bailor of any taxi I bail or may wish to bail, of any cancellation or suspension of my licence to drive a motor vehicle and / or any cancellation or suspension of my driver authority.

I also acknowledge that for the safety of drivers and the efficient operation of the Transport Booking Service, Aerial Capital Group is required to hold personal information about me. This information is for internal use only and, in accordance with the principles of the Privacy Act, will not be made available to any outside unauthorised person or organisation unless required under statutory obligations and/or in accordance with the law.

I further agree to advise Aerial Capital Group and any operator whose taxi I bail of any secondary employment that I am engaged in to ensure an adequate fatigue management plan is in place.

I acknowledge that my photograph will be taken and will be used for verification purposes during any stage when the PIN is active in the taxi.

Signed _____

Witness _____ Date _____

Please attach a copy of your Drivers Licence, Authority Card, WWVP Card.



Trading as



New Driver Agreement

I, _____ of license number _____

confirm that I understand and agree to the following conditions as part of joining the 13cabs Canberra Transport Booking Service, in partnership with Aerial Capital Group Ltd. as a professional driver.

Please initial each line.

I agree to attend the next 13cabs Canberra Code of Conduct briefing, understanding that my PIN will not be created until I do.

I agree to obey Australia's laws and all road rules.

I agree to obey all rules and regulations of the 13cabs Canberra network.

I agree to always wear a uniform and promote the 13cabs brand to the public.

I agree to run my meter for every hiring I receive.

I agree to assist my passengers with any items as a core part of the service I provide.

I agree to be respectful to all passengers, fellow drivers and office staff in my work.

I agree to work ethically and professionally, and to confidentially report any misbehaviour I witness to the 13cabs Canberra Operations staff.

I hereby agree to be a positive and contributing member to the future of 13cabs Canberra and its ability to serve the public to the highest possible standards.

Signed: _____

Date: _____