

PHV/HCV No.....

Expires.....



HACKNEY CARRIAGE/PRIVATE HIRE VEHICLE LICENCE APPLICATION FORM

AGE LIMIT/TESTING OF VEHICLES

The vehicle must conform to any age limit imposed by the District Council. The Council's policy is that hackney carriage and private hire licences will only be granted to vehicles which, on the date of application, are not more than five years old for saloon cars and eight years old for purpose built vehicles. However, vehicles which are in undeniably practically faultless condition will be considered subject to satisfactory appearance and mechanical fitness inspections at least every four months (for any vehicle over 5 years old from the date of first registration).

With the exception of vehicles with less than 500 miles recorded on the mileometer (excluding vehicles with adjusted or replacement mileometers), a licence shall not be granted in respect of any vehicle unless such vehicle has been satisfactorily tested within the preceding four weeks by a Vehicle Testing Station appointed by the Council (list attached) and applicants are required to make their own arrangements for booking and paying of tests.

APPLICATION REQUIREMENTS

The applicant MUST be the owner of the vehicle.

Original documents to be supplied; applications cannot be determined unless all the requirements are met:

- * **Application Form**, fully completed and signed.
- * **Licence Fee:** ,
(cheques payable to Blaby District Council) Cash, Switch, Debit and Credit
(charges may apply to Credit card payments) transactions acceptable.
- * **Vehicle Registration Document;** if recently purchased, a comprehensive Bill of Sale for the vehicle will be accepted subject to examination of the Registration Document at a later date. Any vehicle for which the taxation class is described as other than Private/Light Goods (PLG) cannot be licensed.
- * **A current Certificate of Insurance** in the name of the owner covering the vehicle for public/private hire; if a Cover Note is produced, the Certificate of Insurance, or a further continuation cover note from previous expiry date, must be made available for inspection on request.
- * **Satisfactory Test Certificate** from a Council appointed Vehicle Testing station.

The vehicle must carry an appropriate fire extinguisher, which complies in all respects with the specification issued by the British Standards Institution in respect of portable fire extinguishers and marked with the vehicle's registration number. A first aid kit must be carried; the kit should be protected against contamination and marked with the vehicle's registration number.

When the application has been processed you will be handed the licence and vehicle plate. You will be asked to sign a receipt for the plate. The Council uses MOGO vehicle plates which are required to be displayed in accordance with the Council's standard conditions for vehicle licences.

You may not use a vehicle for hackney carriage/private hire purposes unless you have been issued with the licence and the appropriate identification plate has been correctly affixed to the rear exterior of the vehicle.

Licences are valid for one year and must then be renewed. You should apply for a new licence in good time.

APPLICANT'S DETAILS BLOCK LETTERS, PLEASE

NAME:

.....

ADDRESS:.....

.....

.....

.....POST CODE:.....

TELEPHONE: HOME.....

MOBILE.....

We now text you when your licence is ready for collection.

If you would like us to call you instead please tick here

BUSINESS:.....

EMAIL ADDRESS:.....

TYPE OF LICENCE: HACKNEY CARRIAGE OR PRIVATE HIRE VEHICLE
(delete as applicable)

A Hackney Carriage can work from taxi ranks or be hailed in streets in the area in which it is licensed (or take bookings) but can only charge up to the fares fixed by the Council. A Hackney Carriage Driver's Licence must first have been obtained from the Council.

A Private Hire car must be pre-booked but fares are not restricted and are agreed direct with passengers. However, a vehicle proprietor must either work for a Private Hire Operator licensed by the District Council or obtain their own Operator's licence for premises situated within the District Council's area. A Private Hire Driver's Licence must also be obtained from the Council.

VEHICLE DETAILS BLOCK LETTERS PLEASE

MAKE AND MODEL:.....
(minimum four door model)

REGISTRATION NUMBER:.....

DATE OF FIRST REGISTRATION:..... **COLOUR:**.....

CURRENT MILEAGE:..... **ENGINE SIZE:**.....
(minimum 1200 cc)

IS YOUR VEHICLE WHEELCHAIR ACCESSIBLE? YES/NO

IF YES, DO YOU HAVE TO ADJUST YOUR VEHICLE IN ORDER TO PROVIDE ACCESS? YES/NO (IF YES, PLEASE GIVE FURTHER DETAIL).....

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(EQUALITY ACT 2010 – If you have a wheelchair accessible vehicle you are required to give passengers such mobility assistance as is reasonably required. If you consider that you are unable to provide this assistance on medical grounds or due to a physical condition which you may have which makes it impossible or unreasonably difficult for you, then you may apply to the Authority for exemption)

NUMBER OF PASSENGER SEATS (maximum 8):.....

TAXIMETER NUMBER IF FITTED:.....

NAME ON VEHICLE REGISTRATION DOCUMENT:.....

ADDRESS.....
.....

ARE YOU THE OWNER OF THE VEHICLE? YES/NO
IF NO, PLEASE GIVE DETAILS OF OTHER OWNER(S) OR PART OWNER(S):

NAME.....

ADDRESS.....

WHERE WILL THE VEHICLE OPERATE FROM?.....
(Give name and address of private hire operation within the District Council area)

IS THE VEHICLE ALREADY LICENSED AS A HACKNEY CARRIAGE OR PRIVATE HIRE VEHICLE? YES/NO (IF YES, GIVE DETAILS):

NAME OF COUNCIL:.....

LICENCE NO:..... EXPIRY DATE:.....

IF THERE IS ANYTHING YOU DO NOT UNDERSTAND REGARDING THIS APPLICATION, PLEASE ASK.

This authority is obliged to protect the public funds that it administers & therefore may use the information provided for the purposes of prevention & detection of crime. This information may also be shared with other bodies responsible for auditing or administering public funds for these purposes. In so far as required such processing will be done in accordance with the Data Protection Act 1998.

DECLARATION

Please sign after reading the following:

1. I declare that the answers given in this application are correct.
2. I understand that any licence issued will be subject to the provisions of:
 - (1) the Town Police Clauses Act, 1847
 - (2) the Local Government (Miscellaneous Provisions) Act, 1976
 - (3) the Council's byelaws and licence conditionsand to any other relevant laws, byelaws or regulations which come into force.
3. I accept that the licence and plate issued to me remains the property of the Council and that I shall be responsible for replacement of the licence and/or plate if they become lost or damaged.

SIGNED:.....

DATE:.....

FOR OFFICE USE ONLY

CHECK LIST: Vehicle Registration Document
 Certificate of Insurance
 Vehicle inspection certificate
 Fee