



## Local Government (Miscellaneous Provisions) Act 1976, Part II

### APPLICATION FOR PRIVATE HIRE/HACKNEY CARRIAGE DRIVER'S LICENCE

**Before completing this form, applicants are advised to carefully read the Guidance Notes and Conditions for Private Hire/Hackney Carriage Drivers. You must make an appointment with the Licensing Team and bring your application documentation with you IN PERSON.**

Please complete form in ink and in BLOCK CAPITALS

#### 1. TYPE OF LICENCE REQUIRED:

PRIVATE HIRE

HACKNEY CARRIAGE

#### 2. DETAILS OF APPLICANT:

TITLE	MR	MRS	MISS	MS	SURNAME:
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FULL FORENAMES:

HOME ADDRESS:

POST CODE:

TELEPHONE NUMBER:

MOBILE TELEPHONE NUMBER:

E-MAIL ADDRESS:

DATE OF BIRTH:

PLACE OF BIRTH:

NATIONAL INSURANCE NUMBER:

DVLA DRIVING LICENCE NUMBER:

HAVE YOU HELD THIS LICENCE FOR MORE THAN 12 MONTHS? Yes/No

IF YOU ARE FROM OVERSEAS, HOW LONG HAVE YOU LIVED IN ENGLAND?

..... (YEARS)

DO YOU HAVE OR HAVE YOU PREVIOUSLY HELD A TAXI LICENCE WITHIN THIS OR ANY OTHER LOCAL AUTHORITY?

YES  NO

IF YES, PLEASE GIVE DETAILS INCLUDING DATES:

HAVE YOU PREVIOUSLY HAD AN APPLICATION FOR TAXI LICENCES REFUSED BY THIS, OR ANY OTHER AUTHORITY?

YES  NO

IF YES, PLEASE STATE AUTHORITY AND DATES

HAVE YOU HELD A FULL DVLA LICENCE FOR AT LEAST 12 MONTHS?

YES  NO

DO YOU HOLD A LGV/PCV DRIVER'S LICENCE?

YES  NO

IF YES, DATE OF EXPIRY:

NAME OF COMPANY YOU INTEND TO WORK FOR:

### 3. CONVICTIONS

(A) HAS YOUR DVLA DRIVING LICENCE EVER BEEN SUSPENDED FOR AN OFFENCE?

YES  NO

IF YES, PLEASE GIVE DETAILS WITH DATES

(B) Have you ever been convicted by a Court (or cautioned by the Police) in respect of *any* criminal offence?

YES  NO

If the answer to the above question is YES, please give full details in respect of each offence/caution. In the case of criminal convictions, please give details of the actual offence, the Court concerned and the date of conviction. In the case of cautions, please give details of the offence concerned, the relevant Police Force (and preferably the Police Station concerned) and the date(s) of the cautions(s).

**NOTE:** This includes *all* criminal offences, whether they be for driving or motoring, or for something totally unconnected with driving/motoring. It includes being cautioned by the Police and being given an Absolute or Conditional Discharge by a Court, being fined, being sent to prison, being ordered to carry out community service, being sent to a borstal or detention centre, being the subject of a Probation Order, being Bound Over, being the subject of a Care Order or being the subject of a Supervision Order.

**IMPORTANT:** Please note that the Council is entitled to consider information about past convictions, spent or otherwise. (The Rehabilitation of Offenders Act 1974 does not apply to applicants for Hackney Carriage or Private Hire Licences.)

**DETAILS OF CONVICTIONS:**

Date	Offence	Court/Police Force

(C) DO YOU HAVE ANY PROSECUTIONS PENDING? YES  NO

IF YES, PLEASE GIVE DETAILS

(D) HAVE YOU HAD ANY ENDORSEMENTS ON YOUR DRIVING LICENCE IN THE LAST 5 YEARS?

YES  NO

IF YES, PLEASE GIVE DETAILS:

Convicting Court Code	Date of Conviction	Offence Code	Date of Offence	Fine	Disposal Period	Penalty Points

**This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.**

**For further information, see <http://www.suffolkcoastal.gov.uk/help/legal/legalprivacy.htm#nfi>**

**4. DECLARATION**

I declare to the best of my knowledge and belief the statements herein are true and correct. I understand that if for the purposes of obtaining the licence I make a false statement or omit any particular I shall be liable to prosecution.

In the event of licence(s) being granted to me I undertake to fulfil all reasonable obligations to the public and to comply with all the byelaws, rules, orders and regulations at the time being in force.

Signed ..... Date .....

PRINT NAME .....

**APPLICANT SHOULD NOTE THAT:**

- 1. **THE CORRECT DOCUMENTATION AND PAYMENT WILL BE REQUIRED BEFORE LICENCES ARE ISSUED.**
- 2. **LICENCE DOCUMENTS REMAIN THE PROPERTY OF THE COUNCIL AND MUST BE RETURNED IMMEDIATELY ON SUSPENSION, REVOCATION OR EXPIRY OF THE LICENCES.**
- 3. **NO REFUND OF FEE WILL BE GRANTED IN RESPECT OF SURRENDERED LICENCES.**

THE FOLLOWING DOCUMENTS AND FEE WILL BE REQUIRED WITH THIS APPLICATION:

New Applicant:

Group II Medical	
DVLA Driving Licence	
Passport photos x 2	
Pre-Application Test	£ 30.75
Application Fee	£121.00
CRB Check	£ 44.00
DVLA Mandate	<u>£ 5.00</u>
<b>TOTAL</b>	<b>£200.75</b>

(Card payments are preferred. Cheques should be made payable to Suffolk Coastal District Council)

**FOR OFFICE USE ONLY:**

Application Fee  
CRB  
DVLA Mandate

**TOTAL**

Date .....

Receipt No .....