



APPLICATION FOR A LICENCE TO ACT AS A DRIVER OF A HACKNEY CARRIAGE/PRIVATE HIRE VEHICLE
TOWN POLICE CLAUSES ACT 1847 (AS AMENDED) AND
SECTIONS 51 AND 53 OF THE LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS ACT 1976

What Licence are you applying for ? Hackney / Private Hire / Both

What type of application is this New / Renewal

Name.....

Address.....

.....Postcode.....

Telephone (home).....(mobile).....

Date of Birth.....Place of Birth.....

Email National Insurance Number.....

Driving Licence Number.....

Valid from.....to..... FULL licence held since.....

- 1) Have you ever held licence to drive a hackney or private hire vehicle..... Yes / No
- 2) Have you ever had a hackney / private hire licence refused or suspended... Yes / No
- 3) Have you any motoring offences / endorsements on your driving licence Yes / No
- 4) Have you any criminal offences for which you have been convicted..... Yes / No
- 5) Do you currently have any offences or summonses pending..... Yes / No
- 6) Are you currently appealing any offences or convictions.....Yes / No

If yes to any of the questions 1 to 6, please give details (on a separate sheet if necessary)

.....
.....

7) Name of the company you will be working for.....

8) Reason for leaving previous employment.....

9) Do you hold a Somerset County Council Transport licence (e.g. schools).....Yes / No

10) I have the right to work in the UK (see notes over page).....Yes / No

(Please turn over)

Information and Declaration

www.sedgemoor.gov.uk/taxis

CONVICTIONS You must declare all criminal and motoring convictions or cautions, or any that may still be the subject of any appeal. We will check your details through an enhanced Disclosure and Barring Service (DBS) check. Information will be retained for no longer than is necessary. A check may also display information disclosed at the discretion of the police if they hold intelligence about you. Information disclosed on the DBS will not automatically stop you from getting a licence. We will consider the nature of your offence, how long ago and what age you were, and other relevant factors. Any applicant refused on the grounds you are not a fit and proper person, has a right of appeal to a Magistrate's Court. Please contact us on 01278 435463 to discuss any convictions before applying.

RIGHT TO WORK IN THE UK From December 2016, all applicants must prove they have the right to work in the UK. You will need to provide original documents such as a UK / EU passport, a full UK birth certificate, or biometric residence permit. This will apply to every new or renewal application you make. If your right to work ends during the period of your licence, it lapses immediately and must be returned. If you have a restriction on the length of time you can work in the UK, the licence will not be issued for any longer than this period.

CHARGES Are detailed on our website. If withdrawn, a fee will be retained towards administration costs.

DVSA DRIVING TEST OR EQUIVALENT Our website has a current list of approved test providers

CHECKLIST Please also refer to our website for more information, but we will need:

Things we will need from you are

- This application (plus appropriate fee)
- 2 x Passport style photographs
- Driving licence
- Evidence of motoring conviction status, or the means to verify this information
- DBS signed authority mandate for interim years criminal conviction checks
- DBS application (plus fee) or a result certificate dated within 3 months (new applications only)
- DVSA (or equivalent) driving test pass certificate (new applications only)
- Medical declaration (new applications only)
- Evidence of completed safeguarding training course (new applications only)
- Evidence of educational qualifications (new applications only)
- Signed declaration agreeing to the driver terms and conditions (new applications only)
- Completion of a knowledge test (new hackney applications only)
- Original personal identification to verify your right to work in the UK (new applications only)

DECLARATION

I declare that, to the best of my knowledge and belief, the information I have given is true and correct, I realise that, if, for the purpose of obtaining a licence, I make a false statement or omit any material particular, I may be liable to prosecution and any licence granted to me could be suspended or revoked. I understand that I must inform Sedgemoor District Council within 7 days if I am convicted of any offence, after the grant of a licence to me. I understand that this applies to any offence and not only those concerned with motoring. I further declare that I am physically and mentally fit to drive a hackney carriage/private hire vehicle. I agree to my right to work status in the UK being checked with the Home Office, and that I have read and understand the above information regarding convictions and the right to work in the UK. We aim to comply with the General Data Protection Regulation at all times. To see how we handle your personal information, please ensure that you have read our privacy notice. <https://www.sedgemoor.gov.uk/privacy>

Signed Dated

TO PAY BY CARD, PLEASE RING OUR CALL CENTRE ON 0300 303 7800 AND QUOTE PAYMENT CODE 2910/7853