



Dual Hackney Carriage & Private Hire Driver Licence



Local Government (Miscellaneous Provisions) Act 1976
Town Police Clauses Act 1847

Stratford-on-Avon District Council, Licensing Team

Governance and Democracy, Elizabeth House, Church Street, Stratford-upon-Avon. CV37 6HX

Telephone: 01789 260211 Facsimile: 01789 260808 Minicom: 01789 260747 Website: www.stratford.gov.uk

DATA PROTECTION

The personal data that you provide will be used in the determination of your application, matters in connection with any licence issued and for reference in the event of future applications you might make, the legal basis for this processing is that it is necessary for compliance with the legal obligations to which Stratford-on-Avon District Council is subject.

You must complete this form in order for us to determine your suitability for a licence and enable us to administer your licence should any be granted. If you do not complete this form we will not be able to determine your suitability for a licence or administer any licence issued, so the licence application will be refused.

Your personal data may be shared with Warwickshire Police, the Disclosure and Barring Service, the DVSA, other licensing authorities, Warwickshire County Council Transport Operations Department, Councillors who sit on the licensing committee in the case of your application/licence requiring their attention, some information will be publicly available should your application be heard by a licensing committee, internal council departments who require access to your information for the purposes of administration, regulation and law enforcement, the Cabinet Office as part of the National Fraud Initiative, HM Revenue and Customs, National Anti-Fraud Network.

Your data will be kept for the duration of the time you hold a licence issued by Stratford-on-Avon District Council, and will be destroyed 6 years after the date your licence expired.

You have the right to access your personal data and to complain if you think your data is being used incorrectly. You may also have other rights, such as to have your data corrected or erased. For full details on your personal data rights please see the Council's main Privacy Notice on www.stratford.gov.uk

For the Data Controller and Data Protection Officer's contact details and further information please see the Council's main Privacy Notice on www.stratford.gov.uk

I hereby apply for (please tick as appropriate)

Grant Renewal Badge Number

1. YOUR PERSONAL DETAILS

Title	<input type="text"/>	
Surname	<input type="text"/>	
Forename(s)	<input type="text"/>	
Previous Name(s)	<input type="text"/>	
Date of Birth (DD/MM/YYYY)	Place of Birth	<input type="text"/>
Address	<input type="text"/>	
Postcode	<input type="text"/>	
Telephone Number	<input type="text"/>	
Mobile Number	<input type="text"/>	
Email Address	<input type="text"/>	
National Insurance Number:	<input type="text"/>	

Have you previously been refused any application for a Hackney Carriage/Private Hire Drivers Licence

Yes No

If Yes, what Authority did you apply for

2. DRIVING LICENCE DETAILS

Time full DVLA driving licence held

 years

Groups

DVLA driving licence number

Valid from (DD/MM/YYYY)

Expiry Date (DD/MM/YYYY)

Driving Licence check code (as per attached sheet)

The following link provides guidance and a link to obtaining a Driving Licence check code:

<https://www.gov.uk/view-driving-licence>

Current endorsements on DVLA driving licence (if none, write "NIL"):

Date of Offence	Offence Code	Points	Fine / Costs

Have you ever been disqualified from driving?

Yes No

If Yes, please give details below

Date (DD/MM/YYYY)

Reason

Period(s) of disqualification

Do you currently hold a LGV or PCV licence?

Yes No

Have you previously held either a Hackney Carriage or Private Drivers Licence?

Yes No

If Yes, please give details below

Council Licence held with

Date Licence ceased (DD/MM/YYYY)

Reason for not continuing the Licence

3. CONVICTIONS

The Rehabilitation of Offenders (Exception) Order 2002 requires an applicant for a taxi or private hire driver licence to disclose ALL convictions, spent or otherwise, for the purpose of establishing is an applicant is a “fit and proper” person to hold a licence. Failure to disclose previous conviction’s, spent or otherwise, may make the applicant liable to be prosecuted for attempting to obtain a driving licence by deception.

Have you been convicted of any offences? Yes No

If Yes, please give details below

Offence	Date of Conviction	Sentence

Are there any prosecutions pending against you? Yes No

If Yes, please give details below

4. EMPLOYMENT DETAILS

Please state the name and address of the proprietor who will employ you if this licence is granted:

Name

Address

Postcode

Telephone Number:

Will you be working (tick as appropriate) Full time Part time

Please provide your tax check code from HMRC (9 Characters)

The following link provides guidance on how to obtain a tax check code :

<https://www.gov.uk/guidance/complete-a-tax-check-for-a-taxi-private-hire-or-scrap-metal-licence>

5. MEDICAL

A medical form is required for all **new** applications. For **renewal** applications, medicals are not required until a driver reaches 45 years of age when a medical will need to be submitted with each renewal application. Once an applicant reaches 65 years of age, a medical form is required annually.

Have you ever suffered from a prescribed medical disability, epilepsy or from sudden attacks of disabling giddiness or fainting from any disease, mental or physical disability likely to interfere with the efficient discharge of your duties as a driver, or to cause the driving of a Hackney Carriage or Private Hire Vehicle to be a source of danger to the public? Yes No

If Yes, please give details below

Please note:

The Council reserves the right to acquire a certificate from a registered medical practitioner at the applicant's expense. If it is considered appropriate, the necessary forms will be sent to you.

6. I hereby apply for a vehicle driver's licence and enclose:

1. My birth certificate or passport (On initial application only)
2. My current UK/EU Driving Licence
3. Disclosure and Barring Certificate to an enhanced standard (issued with 3 months)
4. A signed and completed medical examination form from my GP / GP practice
5. A completed DVLA driving licence code check
6. HMRC Tax Code check
7. The licence fee
8. One passport sized photograph taken within the preceding month prior to submitting the application
9. For drivers who are not UK nationals and do not have an EU right to work in the UK. Provide documentary evidence of your 'Right to Work'

DECLARATION

I declare that I have checked the information given on this form and that to the best of my knowledge and belief it is correct. Your licence could be suspended if you are not truthful when confirming the following statements.

Tick each circle if you agree with the statement

If you are unable to confirm any of these statements then you will need to contact the Licensing Team to discuss your renewal.

1. I confirm that I have not received a criminal or driving conviction, caution or reprimand since my last licence was issued (including DVLA points)
You must tell us about any convictions or cautions, even if they have expired. You will be breaking the law if you do not. Any spent convictions or cautions must be disclosed as explained in the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 as amended.
2. I confirm that I am not being investigated for any offence by the Police or other agency in relation to benefits, customs or immigration
3. I confirm that I have not developed a medical condition since my last licence was issued
4. I confirm that I am aware of the content of HMRC guidance relating to my/our (delete as applicable) tax registration obligations.

I undertake to comply with the relevant legislation, application procedures administered by Stratford-on-Avon District Council and to notify the Council of changes in my personal/business circumstances during the period of any licences issued. Section 7(3) of the Local Government (Miscellaneous Provisions) Act 1976 states

If any person knowingly or recklessly makes a false statement or omits any material particularly in giving information he or she shall be guilty of an offence.

The information that you have provided on this form will be used by the Council to determine your eligibility for a Private Hire/Hackney Carriage Driver's Licence. The Council may also share this information with other Local Authorities, the Police, Social Services, DVSA, DVLA and HMRC in order to clarify information that you have provided and/or obtain additional information that will assist it in determining your eligibility for a Private Hire/Hackney Carriage Driver's Licence.

If you would like further information on how the Council will use your information please contact the Licensing Team at Stratford-on-Avon District Council.

Signature

PRINT NAME

Dated (DD/MM/YYYY)