

Application form for a Hackney Carriage Vehicle Licence

Licensing – Privacy Notice

How is your information used?

We may use your information to: process applications, investigate and prosecute relevant illegal activities, investigate and prosecute Corporate Fraud; send you communications that you have requested or that may be of interest; ask agencies, government departments or other public bodies to give us information they have about you; check information you have provided, or information about you that someone else has provided, with other information we hold; get information about you from certain third parties, or give information to them to check the accuracy of information, prevent or detect fraud or protect public funds. These third parties include Government Departments, other Local Authorities and private sector companies, as allowed by law.

Who has access to your information?

We may share your information with:

- Other Council Departments – to ensure we meet our statutory duties; or to collect debt, and prevent fraud and the misuse of public funds.
- External organisations, for example, HM Revenues & Customs, the Department of Work and Pensions, the Police, the Audit Commission and other enforcement agencies and third parties, for other purposes allowed by law, including, to prevent fraud and the misuse of public funds.

For further information about how your personal information will be used, please visit derby.gov.uk/privacy-notice where you can see a full copy of our privacy notice. Alternatively you can request a hard copy from - licensing@derby.gov.uk



Derby City Council

Application form for a Hackney Carriage Vehicle Licence

Office Use Only
(Feb 2018)

Plate No:

Expiry Date:

- Please complete this form in your own handwriting in **BLOCK CAPITALS**
- Note: All vehicle documents should accompany this application.
- Note: It is an offence to give false information.

1 Particulars of vehicle

1a Registration No: _____ Colour: _____

Engine Capacity: _____ cc. To be licensed to carry _____ passengers

Make: _____ Model: _____

Date of first registration: _____
(can be found on Registratuion Documents V5C)

2 Modifications of vehicle

Has the vehicle **EVER** been modified from the original conversion specification?

Yes No

If modified a VIVA may be required when you submit this application form. www.gov.uk/vehicle-approval/voluntary-approval.

If yes, what were the modifications?

If you answered yes to the above please complete the questions below.

Have you informed your insurance provider that the vehicle has been modified?

Yes No

Have you informed the Driver Vehicle Licensing Authority (DVLA) that the vehicle has been modified?

Yes No

The Council reserves the right to contact your insurance provider in order to obtain confirmation it is aware of the modification you have declared.

Please note: if the vehicle has been modified from it's original conversion specification it may delay or prevent your licence application

<p>3</p> <p>3a</p> <p>3b</p>	<p>This part is to be completed if vehicle is NOT company owned</p> <p>Your details</p> <p>Surname of first applicant: _____</p> <p>Title (Mr, Mrs, Miss, Ms, Mx): _____</p> <p>Other names(in full): _____</p> <p>Home address: _____</p> <p>_____ Postcode: _____</p> <p>Telephone Number (Home): _____ Mobile phone number: _____</p> <p>Badge No: _____</p> <p>If more than one name is required on the licence complete section 3b. If vehicle is company owned complete section 3c. To be completed by person in partnership agreement with 3a.</p> <p>Surname/family name: _____</p> <p>Other names: _____</p> <p>Address: _____</p> <p>_____ Postcode: _____</p> <p>Telephone Number (Home): _____ Mobile phone number: _____</p> <p>Badge No: _____</p>
	<p>Correspondence address (if different from current address)</p> <p>_____</p> <p>_____</p> <p>Postcode: _____ Telephone Number Home): _____</p>
<p>3c</p>	<p>To be completed only if Company/Partnership owned vehicle</p> <p>Name of Company: _____</p> <p>Address of Registered Office: _____</p> <p>Postcode: _____ Company Registered Number: _____</p> <p>Telephone number: _____ Mobile phone Number: _____</p> <p>Address of Business (If different to Registered Office address): _____</p> <p>_____</p> <p>Postcode: _____</p> <p>Telephone number: _____ Mobile phone number: _____</p> <p>Particulars of Directors/Partnerships – (Full Names, Home Addresses and phone numbers):</p> <p>a. Name: _____</p> <p>Home Address: _____</p> <p>Telephone number: _____ Mobile phone number: _____</p>

	<p>All offences, including those which are ‘spent’ under the Rehabilitation of Offenders Act 1974, must be declared regardless of age, unless they are ‘protected’ as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.</p> <p>Warning: Applicants are liable to prosecution if they knowingly make a false statement to obtain a Hackney Carriage Vehicle Licence, or do not give details of current endorsements or convictions of offences other than motoring offences. So is any other person who knowingly makes a false statement to help obtain one.</p>
	<p>Declaration</p> <p>I/we declare that I/we have checked the answers given in this application, and that to the best of my/our knowledge and belief they are correct.</p> <p>I/we have read the Conditions of Licensing and undertake, in the event of a licence being granted, to observe and perform such conditions.</p> <p>I /we declare that I/we have previously submitted a V5C to the taxi licensing department and confirm that no changes have taken place to this document.</p> <p>Signed (applicant): _____ Date: _____</p> <p>Signed (applicant): _____ Date: _____</p> <p>Date: _____</p>
	<p>All the persons referred to in the answer to question 3 should sign this declaration. In the case of a limited company the Company Secretary or Managing Director should sign the declaration.</p>