



Application for a Licence to drive a Hackney Carriage/Private Hire Vehicle in the Borough of High Peak

Information contained in this form may be passed to other Departments of the Council

FOR OFFICIAL USE ONLY

Date Application Received		Date Approved	
Licence Fee Paid		Driving Licence Checked	
Date Paid In		Medical Certificate Checked	
Referee (1) Sent		Licence & Badge Issued No	
Referee (1) Returned		From	To
Referee (2) Sent		Police Check Sent	
Referee (2) Returned		Police Check Returned	
Knowledge Test		Police Check Paid	

THIS APPLICATION INCLUDES A STATUTORY DECLARATION WHICH MUST BE SWORN BEFORE A SOLICITOR, COMMISSIONER FOR OATHS OR A JUSTICE OF THE PEACE

All Applicants must :

- Produce their Driving Licence and 1 other document (Passport/Birth Certificate/Marriage Certificate)
- Be at least 21 years of age and have held a full Driving Licence for at least 12 months. The Licence must be produced with this application.
- Produce on the prescribed form a medical certificate of fitness to drive a licensed vehicle.
- Complete the Police Check form.
- Provide two passport size photographs
- Enclose with this form a licence fee of £67.00 (one year licence) or £110.00 (three year licence)
- Plus a fee of £26.00 (inc. VAT) for your Police check.

BEFORE COMPLETING THIS FORM, APPLICANTS ARE ADVISED TO READ THE EXPLANATORY BOOKLET FOR HACKNEY CARRIAGE AND PRIVATE HIRE DRIVERS, A COPY OF WHICH IS ENCLOSED

PLEASE COMPLETE IN BLOCK CAPITALS

1. Full Name :

Surname :

First Name(s) :

Date of Birth :

Telephone No : _____

2. (a) Present Address : _____

_____ Post Code _____

(b) Length of Residence : _____

3. (a) Previous Address : _____

_____ Post Code _____

(b) Length of Residence : _____

4. Present Trade or Occupation : _____

5. (a) Name, Address and Phone No. of Present Employer :

(b) Date of Entry into Employment : _____

(c) Position : _____

6. (a) Have you previously held a Taxi or Private Hire Licence ? _____

(b) If so, when and who issued the Licence ? _____

7. Names and addresses of two persons who can testify as to your character and fitness to hold a licence. These should preferably be your present employer and a professional person such as your Solicitor or Bank Manager.

Name : _____

Name : _____

Address : _____

Address : _____

Occupation : _____

Occupation : _____

8. Name, Address and Phone No. of firm you will be employed to drive for, if applicable

_____ Post Code _____

9. How long have you held a full driving licence ? _____

10. Do you intend to work as a full-time or part-time driver ? _____

11. I apply for a licence for one / three years ? _____
(please delete whichever is not applicable)

I declare that to the best of my knowledge and belief the answers given above are true. If a licence is granted I undertake to comply with the general law and the Council's conditions attached to the licence.

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.

APPLICANTS ARE ADVISED THAT TO KNOWINGLY MAKE A FALSE STATEMENT IS A CRIMINAL OFFENCE PUNISHABLE ON CONVICTION BY A FINE.

Date : _____ Signature : _____

This form, the other documents referred to on Page 1 and the statutory declaration over the page, must be returned to :

The Licensing Officer
High Peak Borough Council
Town Hall
Market Place
Buxton
SK17 6EL

Telephone : 0845 129 77 77 Extension 4577
Fax : 01298 27639
Textphone : 0845 129 48 76

STATUTORY DECLARATION

(Before completing the declaration you are advised to read the explanatory notes over the page).

I, _____

of _____

Date of Birth : _____

Do solemnly and sincerely declare that :

(Declaration 1 and 2 below relate to **ALL** offences and not just motoring offences)

1. I have never been convicted of **ANY** offence.

2. I have been convicted of an offence or offences and I list below within the terms of the Rehabilitation of Offenders Act 1974 the offence or offences including the date, the offence, the place the offence was committed, the name and address of the court which heard the case and the sentence imposed by the court.

Date	Offence	Name & Address of Court	Sentence or Order

I make this solemn declaration conscientiously believing the same, together with the answers given in the attached application form, to be true and by virtue of the provisions of the Statutory Declarations Act 1835 and Section 5 of the Perjury Act 1911.

Signature of Applicant

Declared at :

In the County of :

This day of

Before me

Solicitor / Commissioner for Oaths / Justice of the Peace

EXPLANATORY NOTES

- When submitting an application for a licence to drive a hackney carriage or private hire vehicle you must declare any convictions or cautions you have. Private Hire and Hackney Carriage drivers are exempted occupations for the purposes of the Rehabilitation of Offenders Act 1974, by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) (Amendment) Order 2002 and convictions are therefore never spent. The information you give will be treated in confidence and will only be taken into account in relation to your application.
- The licensing authority is empowered by law to check with the Police for the existence and content of any criminal record held in the name of an applicant. Information received from the Police will be kept in strict confidence while the licensing process takes its course and will be retained for no longer than is necessary.
- The disclosure of a criminal record or other information will not debar you from gaining a licence unless the authority considers that the conviction renders you unsuitable. The authority will consider the nature of the offence, how long ago and what age you were when it was committed and any other factors which may be relevant. (Authorities may wish to refer to any guidelines to which they adhere). Any applicant refused a driver's licence on the ground that he/she is not a fit and proper person to hold such a licence has a right of appeal to a Magistrates' Court.
- If you would like to discuss what effect a conviction might have on your application you may telephone Maureen Ochojna – telephone number 0845 129 77 77 extension 4577, in confidence, for advice.