

LICENSING SERVICE

<i>For Office use only</i>	
<i>LalPac Application No.</i>	
<i>Licence Number</i>	
<i>Renewal Date</i>	

APPLICATION FOR A LICENCE TO DRIVE A HACKNEY CARRIAGE / PRIVATE HIRE VEHICLE / HORSE DRAWN HACKNEY CARRIAGE

<i>Applicants Name:</i>	
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Blackpool will be a Vibrant, Inclusive,
Healthy, Safe and Prosperous Town



Application For A Licence To Drive A Hackney Carriage / Private Hire Vehicle

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form.
If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. You may wish to keep a copy of the completed form for your records.

Type of Licence					
Hackney Carriage		Private Hire		Horse Drawn Hackney Carriage	
New Application				Renewal Application	
1 Year				3 Years	

1. Your Details

Title:	Mr	Mrs	Miss	Ms	<small>Other</small>													
						Forename(s)						Surname						
						<small>Please tick</small>												
I am 65 years old or over						Yes	No	Date of Birth			Day	Month	Year					
Home Address																		
Post Code																		
Telephone Number											Mobile Number							
E-Mail Address																		
Place of birth																		
National Insurance Number																		
Driving Licence Number																		
Are you entitled to work in the United Kingdom?						<small>Please tick</small>												
						Yes						No						

2. Additional information

Have you held a full Group B, UK Driving Licence for at least 12 months	Please tick	
	Yes	No
Do you have any infirmities or suffer from any serious illness	Please tick	
	Yes	No
If yes, please give details below		

<p>Give the name of the Hackney Carriage Proprietor or Private Hire Company with whom you are to be employed. (For drivers of their own Hackney Carriages state "self") (Not applicable for Horse Drawn Hackney Carriage applicants)</p>

Have you ever been refused any licence concerned with Private Hire / Hackney Carriage / Horse Drawn Hackney Carriage or had such a licence suspended or revoked	Please tick	
	Yes	No
If yes please give full details regarding the refusal, suspension or revocation, including the Local Authority involved and the date of the decision.		

3. Declaration of all convictions, cautions & pending prosecutions

Private hire and hackney carriage drivers are not subject to the Rehabilitation of Offenders Act 1974 (Exceptions) (Amendment) Order 2002. This means **any** convictions or cautions must be declared, irrespective of if they could normally be regarded as spent.

Section A

<p>Do you have any criminal convictions?</p> <p>If you have answered Yes you must give full details of all your convictions in Section B below</p>	Please tick	
	Yes	No
<p>Have you ever been formally cautioned by the Police for any reason?</p> <p>If you have answered Yes you must give full details of all your cautions in Section B below</p>	Please tick	
	Yes	No
<p>Do you have any traffic (motoring) convictions?</p> <p>If you have answered Yes you must give full details of all your convictions in Section B below</p>	Please tick	
	Yes	No

Section B

If you have answered Yes to any of the questions in Section A you must give full details below			
DATE OF CONVICTION / CAUTION	COURT	OFFENCE(S)	SENTENCE OR ORDER OF COURT

Section C

Do you have any pending matters for which you are currently being investigated, for example, by the police or other enforcement agency? If you have answered Yes you must give full details of all your pending matters in Section D below	Yes	No
Please tick		
Do you have any pending criminal or traffic (motoring) convictions? If you have answered Yes you must give full details of all your convictions in Section D below	Yes	No
Please tick		
Do you have any convictions or pending matters in any other country? If you have answered Yes you must give full details of all your convictions or pending matters in Section D below	Yes	No

Section D

If you have answered Yes to any of the questions in Section A you must give full details below		
DATE OF APPEARANCE	COURT	ALLEGED OFFENCE

I DECLARE THAT

- a) I have declared all convictions, including convictions that are considered to be spent under the Rehabilitation of Offenders Act 1974
- b) I have disclosed all pending court appearances
- c) I understand that it is a criminal offence to knowingly or recklessly give any information that I know or believe to be false.

Signature		Date	Day	Month	Year
Print Name					

4. Checklist

Before you submit your application, tick the following boxes to ensure that you have included and read all the necessary documents. Any omissions will result in delay to your application.

	Please tick
Completed application form	<input type="checkbox"/>
The appropriate application fee	<input type="checkbox"/>
A CRB check (see guidance notes at the back of the application form)	<input type="checkbox"/>
DVLA Driving Licence (both paper and photocard)	<input type="checkbox"/>
Medical Check (see guidance notes at the back of the application form)	<input type="checkbox"/>
One Passport sized photograph (see the guidance notes at the back of the application form)	<input type="checkbox"/>
A Bank Statement or a Utility bill with current address that is less than 3 months old.	<input type="checkbox"/>
New applicants only: Driving Licence check mandate must be completed, signed and enclosed	<input type="checkbox"/>

5. I DECLARE THAT:

To the best of my knowledge and belief, that the information given herein is true. I understand that if I knowingly or recklessly make a false statement or omit any material particular, I shall be guilty of an offence.

I understand that the information I have provided, will be held by the Council on both computerised and manual files. This data may be made available on a public register if so required by relevant legislation. The data may also be disclosed to other departments within the Council and other organisations, but only in order to ensure compliance with relevant legislation, for identification purposes or to prevent or detect fraud or a crime.

I have read the contents of this application form and understand that the licensing authority may consider spent convictions shown on the CRB check when considering this application.

If a licence is granted I undertake to comply with the conditions attached on the grant of the licence.

Signature		Date	Day	Month	Year
Print Name					

Contact name (where not previously given) and address for correspondence associated with this application.									
Title:	Mr	Mrs	Miss	Ms	Other				
Forenames					Surname				
Address for Correspondence associated with this application									
						Post Code			
Telephone Number					Mobile Number				
E-Mail Address									

Notes for Guidance

Photographs

- One full colour passport sized photograph complying with the following requirements must accompany the application:
- 45mm x 35mm photograph on photographic paper
- Applicant must be viewed "full face" with eyes open
- No hat/head covering should be worn unless for religious reasons
- No sunglasses
- Photographs must in sharp focus and clear against a light background so applicants facial features are distinguishable and contrast against the background
- No other person should be visible in the photograph.
- You are only required to submit a passport photograph once every 5 years unless your appearance substantially alters.

Criminal Records Bureau Check

A CRB check is only required if the forms are enclosed with the application pack. If required, the form should be completed in **block capitals** and **black ink** and should be submitted with the appropriate fee.

Medical Check

You are only required to submit to a medical check if the necessary forms are enclosed with the application pack. Applicants renewing their licences are reminded that the medical certificate must be returned to the licensing service from the doctors before the licence can be renewed.

Please note the medical check is mandatory if aged 65 or over.

Driving Licence Check Mandate

If required, no Licence will be issued or granted unless a signed Driving Licence Check Mandate is accurately completed and signed at the time of application. You are only required to submit to a Driving Licence Check Mandate if the necessary forms are enclosed with the application pack. If required, the form should be completed in block capitals and black ink.