

Blackpool Council

APPLICATION FOR A LICENCE TO DRIVE DONKEYS

Applicants Name:



Licensing Service
Blackpool Council
Municipal Buildings, PO Box 4
Blackpool, FY1 1NA

Contact

T: (01253) 47 8343 / 8570
F: (01253) 47 8372

www.blackpool.gov.uk

Application For A Licence To Drive A Donkey

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			
New Application		Renewal of Application	

1. Your Details

Title:	Mr	Mrs	Miss	Ms	Other						
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											
Present Occupation											

2. Additional information

Do you have any infirmities or suffer from any serious illness	Yes	No
If yes, please give details below		

Give the name of the Donkey Proprietor with whom you are to be employed.

Have you ever been refused any licence concerned with Donkey Driving or had such a licence suspended or revoked?	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

Applicants 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

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

Completed application form	Please tick <input type="checkbox"/>
The appropriate application fee	<input type="checkbox"/>
A Basic DBS certificate within three months of the date of issue. (see the guidance notes at the back of the application form)	<input type="checkbox"/>
Medical Check (only needed if over 65 years of age)	<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 utility bill showing current address which is less than 3 months old	<input type="checkbox"/> <input type="checkbox"/>
Veterinary Letter (from an equine veterinary surgeon is required to be produced, stating that the applicant has sufficient knowledge and understanding of horses to carry out their duties)	<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 DBS 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					

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.

Basic Disclosure & Barring Service Certificate (criminal record check):

A basic DBS certificate must be submitted to the licensing service every three years. The certificate must not be more than three months old when submitted to the Licensing Service.

A basic criminal record check can be obtained from the Disclosure and Barring Service:

www.gov.uk/request-copy-criminal-record

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 only applies to persons aged 65 or over.