

APPLICATION FOR RENEWAL OF PRIVATE HIRE DRIVERS LICENCE

IMPORTANT

PLEASE READ BEFORE COMPLETING PRIVATE HIRE DRIVERS APPLICATION FORM

STATEMENT ABOUT RELEVANT CONVICTIONS

When submitting an application for a licence to drive a Private Hire vehicle you are requested to declare any convictions or cautions you may have, including those regarded as “spent” under the Rehabilitation of Offenders Act 1974. The information you will give will be treated in confidence and will only be taken into account in relation to your application.

You should be aware that the Council is empowered in law to check with the Disclosure and Barring Service for the existence and content of any criminal record held in the name of the applicant. Information received from the Disclosure and Barring Service 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 Council considers that the conviction renders you unsuitable. In making this decision the Council 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. Any applicant refused a drivers licence on the grounds 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:

Licensing Team in confidence or for advice on: 01946 598519 or 01946 598517.

APPLICATION FOR PRIVATE HIRE DRIVERS LICENCE

TO BE COMPLETED BY APPLICANT

I, the undersigned, hereby make application to Copeland Borough Council to licence me to act as the driver of any Private Hire Vehicle licensed to operate within the said Borough

Surname All Forenames

Maiden Name Previous Surnames

Date of Birth Place of Birth

Present Address

.....

Telephone Number Email

Previous Address in last five years: From To

.....

Current Driving Licence Number

Classes of Vehicles

Held for years (to be produced with this form both photo card and DVLA Summary)

CURRENT PRIVATE HIRE DRIVER BADGE NUMBER:

Have you held a previous Private Hire Driver's Licence? YES/NO

If so for which Authority?

For how long

I propose to drive for

Present Occupation

Employer

HAVE YOU EVER BEEN DISQUALIFIED OR IN ANY OTHER WAY PREVENTED FROM HOLDING
EITHER A CURRENT DRIVING LICENCE, PRIVATE HIRE OR HACKNEY CARRIAGE DRIVER'S
LICENCE? YES/NO

IF "YES" PLEASE GIVE REASONS

.....

HAVE YOU EVER BEEN CONVICTED OR FOUND GUILTY OF ANY OFFENCES? YES/NO

IF YES, PLEASE GIVE DETAILS OF OFFENCES BELOW:-

OFFENCE	COURT	DATE	PENALTY
.....
.....
.....

DETAILS OF ANY SERIOUS ILLNESS OR PHYSICAL DISABILITIES

.....
.....

**** HMRC TAX CODE**

Schedule 23 to Finance Act 2011 (Data Gathering Powers) and Schedule 36 to Finance Act 2008 (Information and Inspection Powers), grant HMRC powers to obtain relevant information from third parties. This includes licensing bodies being required to provide information about licence applicants.

HMRC guidance can be found at <https://www.gov.uk/guidance/changes-for-taxi-private-hire-or-scrap-metal-licence-applications-from-april-2022>

PLEASE PROVIDE THE 9 DIGIT TAX CODE REQUIRED BY HMRC

9 digit Tax Code to prove that I am registered with HMRC to pay tax:

Tax Code checked by:and confirm that the

Applicant is - REGISTERED/NOT REGISTERED with HMRC on date:

DECLARATION

I declare that I have held a full current driving licence for the last 12 months and I am over 21 years of age.

I declare that I am/am not registered with HMRC to pay tax and have provide the 9 digit check code on this application.

I confirm that I am aware of the content of HMRC guidance relating to my (our) tax registration obligations.

In the event of a licence being granted to me, I undertake to observe all byelaws, rules, orders and regulations for the time being in force.

I AM AWARE THAT THE GRANT OF SUCH A LICENCE IS SUBJECT TO A DISCLOSURE AND BARRING CHECK. THIS HAS BEEN EXPLAINED TO ME AND I UNDERSTAND THAT "SPENT" CONVICTIONS MAY BE CONSIDERED BY THE COUNCIL.

I HEREBY DECLARE THAT THE INFORMATION GIVEN ABOVE IS TRUE AND UNDERSTAND THAT IT IS AN OFFENCE TO KNOWINGLY OR RECKLESSLY MAKE A FALSE STATEMENT OR OMIT ANY MATERIAL PARTICULARS IN THE GIVING OF SUCH INFORMATION

I hereby submit the following with my application: -

- (1) Current DVLA Driving Licence (PHOTO CARD & DVLA SUMMARY)
- (2) Completed Medical Certificate
- (3) Two passport size photographs
- (4) Disclosure and Barring Service Certificate (must be within 3 months old or less)
- (5) Proof of right to work in the UK (if applicable)
- (6) Application Fee of £150.00
- (7) HMRC tax code

SIGNED

DATED

DECLARATION

I,..... have read and understood The Guidance on Determination of all hackney carriage and private hire licences.

Signed

Dated

**** APPLICATIONS WILL NOT BE ACCEPTED
UNLESS THIS DECLARATION IS COMPLETED,
SIGNED AND DATED.**

IMPORTANT NOTE

If the supporting documentation is not received within 3 months of the date of the application, then the application will be cancelled and no refund of £150.00 will be given.



Licensing & Land Charges
Environmental Health
Whitehaven Commercial
Park
Moresby Parks Whitehaven
Cumbria, CA28 8YD
Telephone: 01946 598519
Website:
www.copeland.gov.uk

APPLICATION FOR PRIVATE HIRE DRIVER LICENCE (Renewal)

April 2017

