

**APPLICATION FOR A HACKNEY CARRIAGE VEHICLE LICENCE**

**Section 40 of the Town Police Clauses Act 1847. I / We hereby request the (ENTER NAME OF COUNCIL) to grant a Licence for a Hackney Carriage Vehicle and declare that the following are the name(s) and place(s) of abode of the proprietor(s) of such hackney carriage vehicle or the person(s) concerned either solely or in partnership with any other person in the keeping, employing or letting for hire of such a carriage namely:-**

1) Full Name ..... 2) Full Name .....  
Address ..... Address .....  
.....  
..... Post Code ..... Post Code .....

State plate number(s) of any other vehicles licensed in the above name(s) .....

Has the vehicle been previously licensed by this Authority? If so, give details of Licence Number, Date & Type:

Licence Number ..... Date of Expiry ...../...../..... Type of Licence: Hackney / Private Hire

Will the proprietor/owner?: Drive , Employ drivers , Not drive at all . ( Tick the box(s) that apply )

Company Name .....

If the application is in respect of a change of vehicle, state registration number and plate number of the vehicle being replaced (See note 2 overleaf) Registration N<sup>o</sup>. ..... Hackney Plate N<sup>o</sup>. .....

**DESCRIPTION OF HACKNEY CARRIAGE VEHICLE TO BE LICENSED**

Reg. No. .... Make ..... Model .....  
C.C. .... Year ..... Colour .....  
Type of Body ..... Type of Meter ..... Meter Serial N<sup>o</sup>. .....  
Hackney Plate N<sup>o</sup>. .... Number of Passenger Seats (Not to exceed 8 and excluding driver) .....  
Means of conveyance of light luggage (See note 3 overleaf) .....  
Type of fittings for disabled persons (See note 4 overleaf) .....

**I/WE HEREBY DECLARE THAT THE FOREGOING STATEMENTS ARE TRUE TO THE BEST OF MY/OUR KNOWLEDGE.**

Signed: 1) ..... 2) ..... Date ...../...../ 20 .....

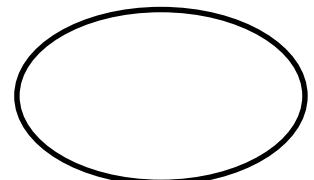
**PLEASE READ THE NOTES OVERLEAF STATING THE DOCUMENTS REQUIRED FOR LICENSING YOUR VEHICLE**

**For Official Use Only (Do not write below this line)**

Date Received ...../...../.....  
Rec N<sup>o</sup> ..... Dir B: .....  
Inspection Sheet ..... Fee £ .....  
Date of Test ...../...../.....  
Re-test Date ...../...../..... RM .....  
6 Month Re-Test Date ...../...../.....  
Licence Number .....  
Company .....

Registration Doc. ....  
Insurance .....  
Bill of Sale .....  
Old Licence Returned .....  
Licence Start Date ...../...../.....  
Licence Expiry Date ...../...../.....  
Licence Given/Posted Out ...../...../.....  
Disc Given/Posted Out ...../...../.....

**Expiry Date**

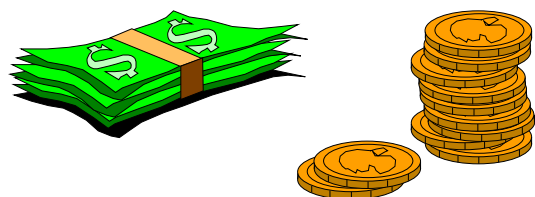


## Explanatory Notes For Hackney Carriage Vehicles

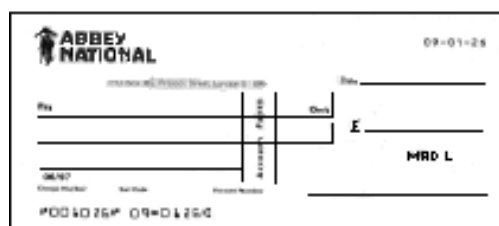
- (1) If the vehicle licence is being **renewed** and there is no change of vehicle, production of the following will be required:
- Registration document (log book).
  - Certificate of insurance. If the certificate is a cover note then the full policy must be produced at the Taxi Licensing Office when the applicant receives it.
  - Inspection sheets.
  - Current fee.
- (2) If the vehicle is being **replaced**, the following documents must be produced for the replacement vehicle. \*Note: The hackney plate number may change if the seating capacity also changes, and in the case of hackney plates with vehicle details printed upon them, then they will have to be changed to match the new registration number and vehicle details. **Old plates must be returned.**
- Registration document (log book).
  - Certificate of insurance. If the certificate is a cover note then the full policy must be produced at the Taxi Licensing Office when the applicant receives it.
  - Bill of Sale / Purchase Receipt (Note: the name on the registration document is the recorded keeper of the vehicle. **THE REGISTERED KEEPER IS NOT NECESSARILY THE LEGAL OWNER**)
  - Inspection sheets.
  - Vehicle Licence and Certificate of Compliance, windscreen sticker(s) and licence disc from the previous vehicle
  - If the new vehicle has previously been licensed by this Council, a 'change of ownership' form may have to be completed.
  - Current fee.
- (3) Please state where light luggage will be stored. In the case of a saloon, estate / hatchback or TX1 type vehicles this will probably be in the boot area. Proprietors of larger vehicles must provide a suitable luggage compartment.
- (4) The word 'fittings' is meant to describe any fitting(s) for a disabled persons use. This includes: ramps, clamps, tail-lifts, swivel seats or the like. Please list what is fitted to your vehicle.

### Methods Of Payment

#### Cash



#### Cheques



#### Credit Cards



*Please obtain a receipt for all licences or any other services available at the Taxi Licensing Office.*

*The receipt must be paid downstairs at the Cashiers counter, on the same day, as the receipt is only valid for one day. Please make cheques payable to: (ENTER COUNCIL NAME)*