



## APPLICATION FOR A HACKNEY CARRIAGE OR PRIVATE HIRE DRIVER'S LICENCE

All questions must be answered unless specified

**BLOCK CAPITALS PLEASE**

FULL NAME
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MAIN RESIDENTIAL ADDRESS
POSTCODE

I hereby apply for the grant / renewal of a Hackney Carriage / Private Hire Driver's Licence. (Delete as appropriate).
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English test passed(✓)	Attempt No:	Date:	
Knowledge test passed (✓)	Attempt No:	Date:	

OFFICE USE ONLY			
Date Application Received		Officers Initials	
Driving Licence Examined	YES	TBP	
Medical Certificate Required	YES	NO	
Badge Number			
Fee	£	Receipt No	
Grant		Renewal	
Date Granted			
CRB Sent			
Expiry Date			
Licence Issued By		Updated by	

**The applicant is asked to give the following information.**

1. Date of Birth

2. National Insurance No

3. Details of Current Driving Licence

Driver No	
Groups	
Details of any endorsements	

4. How long have you held a full Driving Licence/ (Applicants must have held a full licence for a continuous 12 months)

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5. Give name and address of person or company for whom you drive or intend to drive a licensed vehicle

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**NEW APPLICANTS ONLY**

6. Following the introduction of the Rehabilitation of Offenders Act 1974 (Exemptions) (Amendments) Order 2002, you are now required to disclose **ALL PREVIOUS CONVICTIONS AND CAUTIONS** regardless of whether they are deemed spent or not (i.e. regardless of the age of conviction). **PLEASE STATE ALL PREVIOUS CONVICTIONS AND CAUTIONS**

<b>You must write NONE in this box if you have no convictions or cautions to declare.</b>
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**RENEWAL APPLICANTS ONLY**

6a. Have you been cautioned / convicted of any motoring offence, or any offence involving dishonesty, indecency, violence, drink or drugs, since your last application? **ANSWER YES OR NO.** If so, give details including any disqualification's

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**ALL APPLICANTS**

7. Are there any Court proceedings pending against you? **ANSWER YES OR NO.** If yes, give details

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8. Have you previously held a Driver's Licence issued by **this** or any other authority? If so, where and when

YES		Private Hire / Hackney Carriage	
NO		Name of Authority	

9. Was any licence held under No.8 suspended or revoked by that authority? If so give details

YES		Reason	
NO			

<b>Application Fee</b>	<b>£</b>	(for one year) <b>(non refundable)</b>	<b>Deposit for Driver's badge</b>	<b>£</b>	(refundable)
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I will / have read the conditions of licence issued by the Vale of Glamorgan Council which are applicable to Hackney Carriage / Private Hire Vehicle Driver's Licence and in the event of a licence being granted / renewed to me, I agree to comply with the said conditions.

I enclose an application fee for the sum of £                      made payable to the Vale of Glamorgan Council and note that if the application is refused the fee is not returnable.

I declare to the best of my knowledge and belief the above information is correct. I understand that if I knowingly or recklessly make a false statement or omission I render myself liable to prosecution and my licence may be suspended or revoked.

**I understand that in pursuance of the prevention or detection of crime, personal information may be released to Government Agencies such as the Benefits Agency and the Inland Revenue.**

Signature	
Tel No	
Mobile No	
Date	

**N.B. The driver's badge is the property of the Council and shall be returned on the expiry, suspension or revocation of the licence.**

- (1) All applicants for driver's licences are required to submit a Criminal Records Bureau (CRB) check in respect of their application and every three years thereafter.
- (2) Return the completed application form together with the appropriate fee to the Licensing Department, Civic Offices, Holton Road, Barry, CF63 4RU between 9am and 4pm weekdays. Produce your driving licence for inspection. **NO TAXI DRIVER LICENCE CAN BE GRANTED UNLESS A DVLA DRIVING LICENCE OR PROOF THAT YOU HOLD A CURRENT LICENCE FROM THE DVLA IS PRODUCED.**
- (3) Produce a medical certificate (**grant and drivers 60 years of age and over**) signed by your own registered general practitioner to the effect that you are physically fit to be a driver of a Hackney Carriage or Private Hire vehicle.
- (4) No application will be accepted unless all the above requirements are strictly complied with. This form must be returned to the Director of Legal and Regulatory Services, Vale of Glamorgan Council, Civic Offices, Holton Road, Barry, CF63 4RU. Cheques should be made payable to the "Vale of Glamorgan Council" and supported by a current guarantee card.