



APPLICATION FOR A HACKNEY CARRIAGE VEHICLE LICENCE

All questions must be answered unless specified
BLOCK CAPITALS PLEASE

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

FULL NAME

ADDRESS (Main Residential Address or, if Company, the Registered Office)

POSTCODE

Registration No	Plate number if renewal HC
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Please tick as applicable:

GRANT [] RENEWAL []

GRANT APPLICANTS ONLY	
Make	
Model	
Colour	
Date when vehicle first registered	
M.O.T. Test Certificate	
M.O.T. Number	
Date of Expiry	
Insurance	
Certificate No	
Company	
Date of Issue	
Expiry Date	

Place where vehicle is normally kept when not in use (**please state address in full**).

IF VEHICLE IS KEPT AT MAIN RESIDENTIAL ADDRESS (AS ABOVE) TICK HERE []

Is the vehicle subject of a current licence issued by another authority?

Yes	No
If so, which authority?	

Fuel Type

Petrol		Dual Fuel	
Diesel		Hybrid	

Is the vehicle wheelchair accessible?

Yes	No
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Do you have a wheelchair lift?

Yes	No
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Do you have a valid Meter Test Certificate?

Yes	No
Issue Date	
Issued By	

Is there any other person involved in the renting, keeping, employment or letting of this vehicle?	Yes		No	
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If yes please fill in each individual's details in the box below:

Name	Main Residential Address	Telephone Number

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 only part of the fee may be returnable.

Deposit for Hackney Carriage Vehicle plate £_____ (Refundable).

I have read the conditions of licence issued by the Vale of Glamorgan Council which are applicable to Hackney Carriage Vehicle Licences and in the event of a licence being granted to me in respect of the vehicle I agree to comply with the said conditions.

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 in relation to this application, I render myself liable to prosecution and my Hackney Carriage vehicle 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, Inland Revenue and UK Border Agency. For information on how we collect and use your personal data please visit www.valeofglamorgan.gov.uk Our Council Website Privacy Notice https://www.valeofglamorgan.gov.uk/en/our_council/Website-privacy-notice.aspx

Signature		Print Name	
Tel No		Mobile	
Email address		Date	

If the application is made on behalf of a Limited Company, state position held with that company	
Tel No	

NOTES

- Return the completed application form and appropriate fee together with your vehicle insurance certificate, vehicle registration document, current M.O.T certificate and meter test certificate to the Licensing Department, Civic Offices, Holton Road, Barry. CF63 4RU.
- Applicants will be required to submit copies of relevant documents, e.g. insurance, as and when required.
- The **vehicle is not licensed** to operate until it has **PASSED** inspection and a licence has been **ISSUED**.
- If the vehicle inspection is satisfactory you are required to produce the pass certificate from the Council's Garage at the Licensing Department, Civic Offices, Holton Road, Barry, for confirmation.
- The vehicle plate must be returned when the licence expires or is suspended or revoked.
- Any queries please contact the Licensing Section on (01446) 709105 or alternatively email Licensing@valeofglamorgan.gov.uk.