

BEFORE COMPLETING THIS APPLICATION FORM PLEASE ENSURE YOU HAVE READ AND UNDERSTAND THE GUIDANCE NOTES BELOW AND THE COUNCIL'S HACKNEY CARRIAGE/PRIVATE HIRE DRIVER, VEHICLE & OPERATOR LICENSING POLICY



CANNOCK CHASE DISTRICT COUNCIL

APPLICATION FOR LICENCE TO OPERATE PRIVATE HIRE VEHICLES

IN ACCORDANCE WITH THE APPROPRIATE PROVISIONS OF THE LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 I HEREBY APPLY FOR A LICENCE (* RENEWAL OF THE LICENCE) TO ACT AS THE OPERATOR OF PRIVATE HIRE VEHICLE:

OPERATING NAME OF THE BUSINESS AND ADDRESS OF THE PREMISES YOU INTEND TO USE AS A BASE:-

LANDLINE TELEPHONE NUMBER OF THE BUSINESS: _____

EMAIL ADDRESS OF THE BUSINESS: _____

FULL NAME OF THE APPLICANT & HOME ADDRESS _____

POSTCODE _____ DATE OF BIRTH _____ NI NUMBER _____

EMAIL ADDRESS: _____

MOBILE TELEPHONE NUMBER _____ LANDLINE No. _____

IF THE APPLICANT IS A COMPANY, THE NAME OF THE COMPANY SECRETARY _____

REGISTERED ADDRESS OF THE COMPANY: _____

REGISTERED NUMBER

IF THE APPLICANT PROPOSES TO OPERATE THE VEHICLE IN PARTNERSHIP WITH ANY OTHER PERSON, THE NAME, ADDRESS AND TELEPHONE NUMBER OF PARTNER(S)

1 _____

2 _____

ADDRESS OR ADDRESSES, WHETHER WITHIN THE CANNOCK CHASE DISTRICT OR NOT, FROM WHICH THE APPLICANT INTENDS TO CARRY ON BUSINESS IN CONNECTION WITH THE PRIVATE HIRE VEHICLES

HAVE YOU MADE PREVIOUS APPLICATION FOR AN OPERATOR'S LICENCE? **YES / NO**

DO YOU UNDERTAKE TO OPERATE FULL-TIME OR PART-TIME _____

HAVE YOU APPLIED FOR OR BEEN GRANTED PLANNING PERMISSION FOR THE USE OF THE BASE **YES / NO**

IF YES, PLEASE QUOTE THE PLANNING PERMISSION NUMBER _____

IF THE APPLICANT IS NOT A LICENSED DRIVER WITH CANNOCK CHASE COUNCIL, THEN A BASIC DISCLOSURE FROM THE DISCLOSURE AND BARRING SERVICE (DBS) WILL BE REQUIRED WITH THIS APPLICATION.

GIVE DETAILS OF ANY CONVICTIONS RECORDED AGAINST THE APPLICANT. (NOT SPENT CONVICTIONS).
 IF THE APPLICANT IS OR HAS BEEN A DIRECTOR OR SECRETARY OF A COMPANY, INFORMATION AS TO ANY CONVICTIONS RECORDED AGAINST THAT COMPANY AT ANY RELEVANT TIME:

DATE OF OFFENCE	NATURE OF OFFENCE	COURT	DATE OF CONVICTION	PENALTY

DATED THIS _____ .

SIGNED _____ BLOCK CAPS _____

NOTE:

1. PLANNING PERMISSION MAY BE REQUIRED FOR THE USE OF PREMISES FOR THE OPERATION OF PRIVATE HIRE VEHICLES AND IT IS IN THE APPLICANT’S INTEREST TO CLARIFY THE POSITION WITH THE HEAD OF PLANNING, CIVIC CENTRE, BEECROFT ROAD, CANNOCK TELEPHONE (01543) 462621 BEFORE PROCEEDING WITH THIS APPLICATION.
2. IF ANY PERSON KNOWINGLY OR RECKLESSLY MAKES A FALSE STATEMENT OR OMITTS ANY MATERIAL PARTICULARS IN GIVING INFORMATION HE/SHE SHALL BE GUILTY OF AN OFFENCE.

FEEES FOR A 5 YEAR PRIVATE HIRE OPERATORS LICENCE –

- 1 to 5 VEHICLES - £340.00 - 0313 9221 R013**
- 6 to 15 VEHICLES - £680.00 - 0313 9221 R014**
- 16 VEHICLES & OVER - £890.00 - 0313 9221 R021**

Please note that Cannock Chase District Council hold and use data in accordance with Data Protection Legislation. You should be aware that by signing this form you are agreeing that the information you have provided will be held on a Public Register as required by section 51 of the Local Government (Miscellaneous Provisions) Act 1976 which is published on the Council’s Web Site. Information may also be used and shared with other departments and agencies in order to assist in the prevention and detection of crime, and to protect public funds.

How we use your personal information

The information that you have provided will be used by Cannock Chase Council, who are the data controller, to allow us to carry out our statutory obligations in relation to the administration, compliance and enforcement of the licensing function within the District. We will only share your information with agencies involved in licence processing or licensing enforcement where the law requires or permits us to do so. For further information, please see: <https://www.cannockchasedc.gov.uk/council/about-council/data-protection/data-protection-privacy-notices>