APPLICATION FOR A LICENCE TO OPERATE PRIVATE HIRE VEHICLES



PO Box 13 Chorley PR7 1AR

Tel: 01257 515151

PLEASE COMPLETE IN BLOCK CAPITALS & COMPLETE ALL BOXES MARKED WITH A *

IMPORTANT

It is an offence under Section 57(3) of the Local Government (Miscellaneous Provisions) Act 1976 for any person to knowingly or recklessly make a false statement or omit any material particular in giving the required information

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see http://chorley.gov.uk/dataprotection.

IDOX Reference:						
*Please state in what capacity the application is made;						
*Mr / Mrs / Miss / Ms	*All Forenames: *Surname:					
*Address						
*Trading Name						
* Limited Company Name	& Registered Office Add	dress				
			Po	st Code	e	
*Have you and all persons making the application have the right to work and reside in the UK?		Yes			No	
Chorley Council is under a duty not to issue licences to people who are disqualified by their immigration status from holding them. It is for the applicant to provide the necessary evidence that they have the right to work in the UK and failure to do so will result in a refusal of application. Please see notes in the guidance. *Address where the Private Hire Operator business will be located						
*Has any person named in this application ever applied for an operator's licence before, to this or any other Council in the United Kingdom or to the Public Carriage Office?					No	
If yes, when and where di	d you apply?					
*Does any person named in this application hold any of the following: Private Hire Drivers Licence, Private Hire vehicle licence, Hackney Carriage drivers Licence or Hackney Carriage Vehicle (proprietors) licence, issued by this or any other Council in the United Kingdom or to the Public Carriage Office?					Yes	No
If so give full details below	<i>I</i> :.					
Council Name: Badge Number: Date of Grant:						

Expiry Date:					
Continue on a separate sheet if necessary					
*Has any person named in this application ever been refused, or had suspended or revoked a Private Hire Drivers Licence, Private Hire vehicle licence, Private Hire Operators Licence, Hackney Carriage drivers Licence or Hackney Carriage Vehicle (proprietors) licence, by this or any other Council in the United Kingdom or to the Public Carriage Office?					
If yes provide full details including the Council and the date.					
*What trade, business or profession has each person named in this application carried or prior to applying for this licence and where?	out over the	e 5 years			
Continue on a separate sheet if necessary					
*If any person named in this application is or has been a director or company secretary the following information must be provided about each of those companies: Name and Registered office address:	of a limited	company			
Trade or business activities carried out by each company:					
Previous application made by each company for an operator's licence to this Council or any other Council in the United Kingdom or to the Public Carriage Office.					
Any revocation or suspension of any operator's licence issued by this Council or any other Council in the United Kingdom or to the Public Carriage Office previously held by any company.					
All unspent convictions in relation to any offence recorded against any company					
Continue on a separate sheet if necessary					
*Do the premises have planning permission to be used to operate a private hire business?	Yes	No			
*Do you own the premises that are to be used to operate the private hire business?	Yes	No			
If No, please give the name and address of the owner of the premises:					

*Do you intend to erect a radio aerial/mast/transmitter	Yes	No			
*Do you intend to fit radio phones to the vehicles your operate			No		
If yes please specify:		 			
Make:	Make: Model:				
Frequency on which the radios will broadcast: Address where the radio transmitter will be located:					
*How many telephone lines will you have for receiving b	ookings				
*Please state the phone numbers (if known)					
*If any of the above are 'Freephones', please state the l	location of the freephones:				
*How many private hire vehicles do you intend to operat	e from the premises?				
*Have you off-road parking at the premises for the number of vehicles you intend to operate?					
*Please provide details of where vehicles will be kept wh	nen not being used:				
*Do you intend to have a waiting room at the premises for	Yes	No			
Details and Declaration of convictions, The Rehabilitation of Offenders Act 1974 Local G	cautions and pending pro overnment (Miscellaneous				
*Have you any unspent convictions for any criminal offe	nce or civil matter?	Yes	No		
*Have you ever been cautioned by the Police or any oth reason?	er authority for any	Yes	No		
*Are there any pending matters, including criminal, civil or traffic offences, for which you are being investigated or being prosecuted or may be prosecuted by any authority either in the UK or in any other country?			No		
If you answered "Yes" to any question above, please pending matters:	e give a full explanation, i	ncluding a	ny civil or		

(Continue on a separate sheet if necessary)	

Declaration of Convictions, cautions and pending prosecutions details						
Date Convicted	Type of Conviction (Criminal, caution or pending matter)	Court or Police	Offence or pending matters	Penalty		

	DECLARATION
l understand that:	I am required to provide the following documents in support of my application: UK Passport or UK Birth Certificate; Right to work and reside as appropriate;
	Basic DBS certificate;
	My application is subject to a Standard Disclosure and Barring Service (DBS) Check.
	■ My DBS must be less than 3 months old at the date of this application
	My DBS may be deemed invalid after 3 months from the date of receipt, if all other supporting information has not been provided by this time.
	 My application is subject to satisfactorily completing the Chorley Council safeguarding awareness training.
	My application will be deemed invalid after 6 months from the date of receipt if all the satisfactory supporting information has not been provided by this time.
	I am required to inform the Council in writing within 7 days of any charge for a criminal offence, convictions, fixed penalties, cautions or civil matters or motoring offences that I receive during the currency of my licence
	■ I must provide a copy of my Employers Liability Insurance as part of the application
	Chorley Council is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form within this authority for the prevention and detection of fraud. It may also share this information with other bodies administering public funds solely for these purposes. For further information, see www.chorley.gov.uk/dataprotection
	I understand HMRC have powers to obtain relevant information from third parties. Tis includes licensing bodies being required to provide information about licence applicants.
	I confirm that I am aware of the content of HMRC guidance relating to my tax registration obligations.
I declare that:	■ To the best of my knowledge and belief, the answers I have given are true and I understand that if I knowingly or recklessly make a false statement or omit any material particular required on this form that I shall be guilty of an offence and liable to prosecution.
ΔII annlicants m	ust sign the application form below:

Print Name:	Signed:	Dated:
Role in Company;		
Print Name:	Signed:	Dated:
Role in Company;		
Print Name:	Signed:	Dated:
Role in Company;		
Print Name:	Signed:	Dated:
Role in Company;		

Applicant Checklist- tick	All documents below must be presented for inspection- ONLY ORIGINAL DOCUMENTS WILL BE ACCEPTED							
this column	Checklist to be completed by Customer Service- all documents to be copied and attached to							
only	IDOX record							
	ALL applicants must produce the appropriate documentation in 1-3 below							
1	EEA/UK		Where not produced to CHECK THAT THE Recorded and checked by Customer					(Initials of
	passport						cked by Customer	CSO)
				ENT PASSPORT		Serv	/ices	
		Passport No		rocessing applic	alion			
		•	•					
		Expiry date:		O.D.				
0	LUC Diath	\		ORinhtta	اء ماء ا	Daa		/l.a.iti.a.la.a.f
2	UK Birth Certificate			ffice before proce	, ,		orded and cked by Customer	(Initials of CSO)
	Certificate	application	to Home o	ilice belore proce	essing			CSO)
		No:						
3	Ctondord DDC	This may at he		AND	ha D		lad and abasicad	/Initials of
3	Standard DBS					led and checked	(Initials of CSO)	
	Chorley Council issued	Licensing	wilete issu	es identified fere		/ Cus	tomer Services	(30)
	133060	Ref:						
		date of issue						
	Employers						Recorded and	(Initials of
	Liability Insurance certificate	Insurance Company:				checked by Customer	CSO)	
4		Policy Number:						
		Expiry Date:					Services	
							Recorded and	(Initials of
	PHO Grant		Receipt				checked by	CSO)
5	4120/60085	£128.81	No:				Customer	
	4120/00000		110.				Services- scan	
							receipt	
Data Line					0.0		Date of referral to	
Date Licence	Date Licence granted				OR		Licensing- advise	
						applicant		