APPLICATION TO RENEW 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:						
*Mr / Mrs / Miss / Ms	*All Forenames:		*Surname:			
*Trading Name of Persons	or Limited Company					
*Address where the Private Hire Operator business is located						
*Registered Office Addres	s if different from above					
			Po	st Code	:	
*Office Telephone Numbe	r	*E-mail Address				
*Mobile telephone Numbe	rs:					
*If the applicant is a partner and company secretary		y, provide the nan	nes, address	sed or a	Il partners,	directors
*Have you and all persons application have the right 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.						
*Has any person named in before to any other Counc					Yes	No
If yes, when and where did	d you apply?					

*Does any person named in this application hold any of the following:	Yes	No
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?		
If so give full details below:		
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?	Yes	No
If yes provide full details including the Council and the date.		
*What trade, business or profession has each person named in this application carried 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	of a limited	company
the following information must be provided about each of those companies:		
Name and Registered office address:		
Trade or business activities carried out by each company:		
Previous application made by each company for an operator's licence to this Council or	r any other	Council in
the United Kingdom or to the Public Carriage Office.	arry ourior	Oodiioii iii

Any revocation or suspension of any operator's licence United Kingdom or to the Public Carriage Office previous		her Council	in the
All unspent convictions in relation to any offence recor	ded against any company		
Continue on a separate sheet if necessary			
*Do the premises have planning permission to be used business?	d to operate a private hire	Yes	No
*Do you own the premises that are being used to oper	ate the private hire business?	Yes	No
If No, please give the name and address of the owner	of the premises:		
*Do your vehicles have radio phones?		Yes	No
If yes please specify:			
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	bookings		
Please state the phone numbers (if known)			
If any of the above are 'Freephones', please state the	location of the freephones:		
*How many private hire vehicles operate from the prer	mises?		
*Have you off-road parking at the premises for the nun	nber of vehicles operate?	Yes	No
*Please provide details of where vehicles will be kept v	when not being used:		
*Do you have a waiting room at the premises for mem	bers of the public?	Yes	No

The Rehab					autions and pendi vernment (Miscella		
*Have you ar	ny unspent	t convictions	for any c	riminal offend	ce or civil matter?	Yes	No
*Have you ever been cautioned by the Police or any other authority for any							No
reason? *Are there ar	r 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?							140
any authority	either in t	he UK or in a	any other	country?	give a full explana	ntion including	any civil or
pending ma	tters.						
(Continue on							
(Continue on				, cautions a	nd pending prose	cutions details	
(Continue on Date Convicted	Declar Type of	ation of Cor Conviction al, caution o	nvictions	cautions and Court or Police	Offence or pend		Penalty
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Date	Type of (Crimina	ation of Cor Conviction al, caution o matter)	nvictions	Court or Police	Offence or pend	ling matters	Penalty
Date Convicted	Type of (Crimina pending	Please n be found a	e provide	Court or Police		ling matters	

DECLARATION I am required to provide the following documents in support of my application: **I understand** that: 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 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 His Majesty's Revenue and Customs (HMRC) have powers to obtain relevant information from third parties. This 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.

All applicants must sign the application form below:

Print Name:	Signea:	Datea:
Print Name:	Signed:	Dated:
Print Name:	Signed:	Dated:
Print Name:	Signed:	Dated:

Applicant Checklist- tick									
this column	Checklist to be completed by Customer Service- all documents to be copied and attached to								
only	IDOX record								
4	EEA/UK	ALL applicants must produce the appropriate documentation in 1-3 below EA/UK Where not produced to CHECK THAT THE Recorded and (Initials)							
1								(Initials of CSO)	
	passport	RIGHT TO WORK AND RESIDE VISA IS checked by Customer VALID AND IN CURRENT PASSPORT, refer Services						C3O)	
				rocessing applic		OCI	71003		
		Passport No							
		Expiry date:			1				
		, ,		OR					
2	UK Birth	Where not pr		verify right to wo	rk and	Rec	orded and	(Initials of	
	Certificate	reside, refer		ffice before proce		che	cked by Customer	CSO)	
		application				Serv	/ices		
		No:							
				AND					
3	Standard DBS			nin 3 months of th			led and checked	(Initials of	
	Chorley Council		Where issu	es identified refe	r to by	/ Cus	tomer Services	CSO)	
	issued	Licensing		Γ					
		Ref:							
		date of issue				1	D I. I I	/I - 'C - I f	
	Employers	Insurance Company:					Recorded and checked by Customer Services	(Initials of CSO)	
4	Liability Insurance certificate	Policy Number:							
		Expiry Date:							
	33.1	, ,					Recorded and	(Initials of	
	DUO Danamal		Danaint				checked by	CSO)	
5	PHO Renewal 4120/60085	£128.81	Receipt No:				Customer	,	
	4120/00003		INO.				Services- scan		
							receipt		
							Date of referral to		
Date Licence granted				OR		Licensing- advise			
						applicant			