



# HACKNEY CARRIAGE VEHICLE LICENCE

## APPLICATION FORM

Invoice Number:

New

Vehicle Changeover

Renewal

*Please answer all questions and complete in block capitals*

### APPLICANT

Surname (MR/MRS/MISS/MS)	
Forename(s) (in full)	
Present Address	
Postcode	
Contact number (Business)/ Home Tel. number	
Email	

### VEHICLE DETAILS

REGISTRATION NUMBER	
PLATE NUMBER	
MAKE / MODEL / COLOUR	
DATE OF FIRST REGISTRATION	
SEATING CAPACITY (EXCL. DRIVER)	
NUMBER OF DOORS	
ENGINE CAPACITY	
IS THE VEHICLE A HYBRID/ ELECTRIC VEHICLE?	
DESCRIPTION OF INSURANCE	
ARE YOU THE SOLE OWNER OF THE VEHICLE? IF NO PLEASE LIST ANYONE WHO HAS INTEREST IN THE VEHICLE	
PLACE WHERE VEHICLE IS KEPT	
DESCRIPTION OF METER FITTED	
IF THE VEHICLE OWNER IS NOT THE LICENSED DRIVER A BASIC DISCLOSURE AND BARRING SERVICE CERTIFICATE FOR THE OWNER WILL HAVE TO BE PROVIDED ON APPLICATION/RENEWAL	

**DATA PROTECTION:**

The Council needs to collect the information provided on this application and share it with others to assess your suitability and fitness to be issued with a hackney carriage or private hire driver’s licence and to fulfil our statutory obligations.

The Council is also under a duty to protect public funds it administers and to that 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 for these purposes.

Our privacy statement explains how we use information about you and how we protect your privacy.

Visit <https://www.broxbourne.gov.uk/privacypolicy> or contact the Council’s Licensing Office.

**GENERAL DECLARATION:**

I, the undersigned, hereby apply for a licence to act as a hackney carriage/private hire driver in the district of the Borough of Broxbourne.

I declare that to the best of my knowledge and belief the foregoing statements are true and correct:

I declare I have right to work in the UK.

I declare that I will comply with the Byelaws, Regulations and Conditions relating to hackney carriage and private hire as are or may from time to time be in force within the Borough of Broxbourne

I understand that I cannot drive a Broxbourne licensed hackney carriage vehicle without the appropriate Broxbourne hackney carriage or dual licence and that if I do I can be prosecuted and this may prevent me from being issued with a licence in the future.

I accept that if, for the purpose of obtaining a Hackney Carriage/Private Hire vehicle licence, I wilfully make any false statement or omit any material particular I render myself liable to prosecution and immediate revocation of the Licence.

I agree to the processing of my sensitive personal data.

I declare that the vehicle is not licensed by any other authority

**DVLA CHECK:**

I authorise the Council, as part of my application for the grant of a licence, or the renewal of my existing licence, to view my personal driving records held on the DVLA website. I understand that my details may be shared by DVLA between other government departments (HMRC and DWP) to check my identity.

**I confirm I have made payment in full for the cost of the licence.**

Please print, sign and submit the form to [taxi@broxbourne.gov.uk](mailto:taxi@broxbourne.gov.uk).

Date	
Signature of Applicant	