



Private Hire Operator's Licence

Licensing Services, Community Protection,
Riverside House, Milverton Hill, Royal Leamington Spa, CV32 5HZ
Tel: 01926 412496 Email: licensing@warwickdc.gov.uk

I hereby apply for (please tick as appropriate)

New Grant

Renewal – Licence Number

YOU MUST ANSWER ALL QUESTIONS IF NOT THE FORM WILL BE RETURNED TO YOU. PLEASE USE BLOCK CAPITALS.

1. YOUR COMPANY DETAILS

Company name:

Must not include "Taxi" or "Cab"

Company address:

Telephone No:

Mobile No:

Public Liability
Insurance company:

Public Liability
policy number:

Do you hold a Hackney Carriage/Private Hire Drivers Licence with Warwick District Council or any other Licensing Authority

Yes

No

Address where
vehicles are kept when
not in use:

This is the only place that you may keep them

2. YOUR PERSONAL DETAILS

Title: (Mr, Mrs, etc.)

Family name:

Forename(s):

Previous Names:

Date of Birth: Place of Birth

Address:

Postcode:

Telephone No: Mobile No:

National Insurance Number:

How long have you lived in the UK

Have you previously been refused any application for a Private Hire Operator Licence with Warwick District Council or any other Licensing Authority Yes
No

DRIVING LICENCE DETAILS

Time full DVLA driving licence held (years)
(Minimum period 2 years):

Groups:

DVLA driving licence number:

Valid from:

Expiry Date:

Current endorsements on DVLA driving licence (if none, write "NIL"):

Date of Offence	Offence Code	Points	Fine/Costs

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Have you ever been disqualified from driving?

Yes

No

If Yes, please give details below:

Date:

Reason:

Period(s) of disqualification

3. CONVICTIONS

The Rehabilitation of Offenders (Exception) Order 2002 requires an applicant for a private hire operator's licence to disclose ALL convictions, cautions, ASBO's or CRASBO's, *spent or otherwise*, (not just for Road Traffic Offences) for the purpose of establishing if an applicant is a "fit and proper" person to hold a licence. Failure to disclose previous convictions or cautions, *spent or otherwise*, may result in possible prosecution for attempting to obtain a driving licence by deception.

Have you ever been **convicted** of or **cautioned** for any offences?

Yes

No

If Yes, please give details below (continue on a separate piece of paper if necessary):

Offence	Date of Conviction/Caution	Sentence

Are there any prosecutions pending against you?

Yes

No

If yes, please give details below:

5. I hereby apply for a private hire operator licence and enclose:

- Certificate of public liability insurance (Unless the public does not have access to your base)
- Basic disclosure (If not already a holder of a WDC hackney carriage/private hire driver's licence)
- Current Fee (depends on number of vehicles owned) (*cheques made payable to Warwick District Council.*)

Your licence will not be renewed or granted unless all of the required supporting documents are enclosed.

Should you withdraw or cancel your application once it has been submitted and accepted, your application fees are none refundable

6. DECLARATION

I declare that I have checked the information given on this form and that to the best of my knowledge and belief it is correct.

I undertake to comply with the relevant legislation and application procedures administered by Warwick District Council and to immediately notify the Council, in writing, of changes in my personal/business circumstances, including any accidents and medical conditions, during the period of any licences issued.

Signature:

PRINT NAME:

Date:

Email address

For renewal applications this form must be submitted, together with all required documents, at least 14 days before the expiry of your existing licence.

Warwick District 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 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.