

**APPLICATION FOR RENEWAL LICENCE TO DRIVE A  
HACKNEY CARRIAGE OR PRIVATE HIRE VEHICLE**

**Note: Section 57(3) of the Local Government (Miscellaneous Provisions) Act 1976, provides that: 'If a person knowingly or recklessly makes a false statement or omits any material particular in giving information under this Section he shall be guilty of an offence' and liable on conviction to a fine not exceeding level 3 on the standard scale of maximum fines.**

Wiltshire Council is committed to safeguarding children, young people and adults and operates safer recruitment practices. The Council will take very seriously any caution, conviction or relevant intelligence that may indicate a child, young person or adult may be at risk of harm when considering whether to issue a licence.

Your personal information will be held and used in accordance with the requirements of the General Data Protection Regulation 2016. We may lawfully disclose information within this authority and to other public sector agencies such as the Police, or the Inland Revenue to (a) Prevent or detect fraud or other crime (b) Protect public funds (c) Make sure the information is accurate. Further information can be found on our website at: [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

As part of The Immigration Act 2016, The Council is required to carry out 'Right to Licence' checks on all applicants. To carry these out we will need to obtain, check & copy one of the following documents:

- A passport showing the holder is a British Citizen, a national from an EEA country or Switzerland
- Full birth or adoption certificate, issued in the UK with the names of at least one parent or adoptive parent TOGETHER with an official document stating the permanent national insurance number and their name issued by a government agency or previous employer
- A permanent residence card issued to a national from an EEA country or Switzerland
- A biometric residence card, issued by the Home Office stating that the holder is allowed to stay indefinitely in the UK
- A current passport endorsed to show that the holder is exempt from immigration or is allowed to stay indefinitely in the UK.

If you are unable to provide any of the above documents you will need to contact a Fleet Compliance Officer to discuss.

**PLEASE COMPLETE IN BLOCK LETTERS**

**Failure to complete any of these sections will render your application invalid and it will be returned to you**

**PERSONAL DETAILS**

Licence Number:			
Surname:			
Forenames (in full):			Date of Birth:
Address:			
			Post Code:
Telephone No:		Mobile Tel No:	
Email Address:			
National Insurance No:			
DVLA Driving Licence No:			

**EMPLOYMENT**

Proprietor's Name:			Full Time or Part Time
Address:			
Signature of Proprietor proposing to employ you:			

**HEALTH**

Since the issue of your previous licence:

Have you had any operations, serious illness or injury?	YES	NO
Are you on any medication that would affect your ability to drive a taxi or private hire vehicle?	YES	NO
Are you aware of any medication or other reasons why you should not be driving a taxi or private hire vehicle?	YES	NO

If you have answered **YES** to any of the above questions, please give details below

**OFFENCES**

Since the issue of your previous licence:

(a) Have you been convicted, charged or cautioned for ANY criminal or motoring offence? (This includes Fixed Penalty Ticket Notices)	YES	NO
(b) Have you any charges pending against you at the date of this application?	YES	NO

If the answer is **YES** to either of the above questions please give full details of **ALL offences** below and continue on a separate sheet if necessary.

Nature of Offence	Court/Police	Penalty	Date

**DECLARATION**

please tick in the boxes on the left hand side below to show you have read and understood the declaration

<input type="checkbox"/>	In accordance with the provisions of the Town Police Clauses Act 1847 and Part II of the Local Government (Miscellaneous Provisions) Act 1976, or any re-enactment thereof, I hereby make application to the Wiltshire Council for a hackney carriage or private hire driver's licence.
<input type="checkbox"/>	I hereby certify that the particulars contained on this and previous page(s) are true and I acknowledge that if I have stated in this application anything which I know to be false, or I have omitted anything which I know to be material, any misrepresentation or omission may be taken into account when my application is considered and could make me liable to prosecution.
<input type="checkbox"/>	I am aware that I am not allowed to drive a licensed hackney carriage or private hire vehicle until the requested driver's licence has been issued to me.
<input type="checkbox"/>	If a licence is granted I undertake to comply with the Guidelines relating to hackney carriage/private hire licences. A copy of the current guidelines can be found at: <a href="http://www.wiltshire.gov.uk/licences-permits-transport">www.wiltshire.gov.uk/licences-permits-transport</a> .
<input type="checkbox"/>	I agree to take sufficient rest breaks when I am driving for hire. If I engage in other employment, I agree to partake of sufficient rest and refreshment after finishing work before commencing to drive for hire.

<b>Signature:</b>	
<b>Print Name:</b>	<b>Date:</b>

**Please make an appointment to renew your licence by calling or emailing using the contact details below.**

**Tel:** 01225 770271

**Email:** [fleet.licensing@wiltshire.gov.uk](mailto:fleet.licensing@wiltshire.gov.uk)

**Web:** [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)