Application for Renewal of a Hackney Carriage or Private Hire Vehicle Licence

NORTH YORKSHIRE COUNCIL

WARNING

It is an offence for the applicant to knowingly or recklessly make a false statement or to omit any material to obtain a licence. Such action will reflect on the suitability of the applicant to hold such a licence. Please read the questions carefully before completing the form.

SECTION 1 - VEHICLE DETAILS

Licence type	☐ **Hackney Carriage Vehicle** ☐ **Private Hire Vehicle**
Do you intend to use the vehicle entirely or predominantly in North Yorkshire?	☐ **Yes** ☐ **No**
Registration number	
Licence plate number	
Make and model	
Colour	
Date of first registration	
Are you currently licensed in any other locality in North Yorkshire?	☐ **Yes –** Please provide licence no ☐ **No**

Please note that vehicles over the age of 10 years will not generally be licensed (unless they are wheelchair accessible). Any applications in respect of vehicles over 10 years should be accompanied by some supporting documentation to demonstrate that the specific circumstances of the case would warrant a departure from the Council's policy.

Number of passengers	
Meter make and model (if applicable)	
Name of private hire operator (private hire only)	

SECTION 2 - APPLICANT DETAILS

Name	
Address (including post code)	
Email address	
Telephone number	
Date of birth	

If the applicant is a company or partnership, please provide details of all directors or partners below

Director/Partner	Date of birth	Address and telephone number

SECTION 3 – ADDITIONAL PROPRIETORS

State the name and address of every person (including any limited company) who is a proprietor or part proprietor of the above vehicle or is concerned in the keeping, employing or letting on hire of the vehicle.

Proprietor name	Date of birth	Address and telephone number

SECTION 4 – DECLARATION

☐ I have read and understood the implications of the warning regarding the making of false declarations in relation to this application and confirm that to the best of my knowledge the particulars I have provided with this application are correct.

☐ If a licence is granted, I undertake to comply with all relevant licence conditions, policy requirements and byelaws where applicable.

☐ I will notify the council if any information in this application changes, as outlined in the Council's Hackney Carriage and Private Hire Licensing Policy.

Signature:

Date:

SECTION 5 - CHECKLIST

An application will not be determined unless the licensing authority is in receipt of:

☐ a fully completed application form

☐ the appropriate fee

☐ a current vehicle insurance certificate or cover note which includes the carriage of passengers for public hire (in the case of hackney carriage vehicles) or private hire (in the case of private hire vehicles)

☐ confirmation that the vehicle has an MOT test certificate (required for all vehicles aged over one year as from the date of first registration as shown on the vehicle registration document)

☐ proof that the licensing authority's testing arrangements have been satisfied

☐ a satisfactory basic criminal record check from https://www.gov.uk/request-copy-criminal-record for each proprietor or in the case of a company or partnership, for every director and partner (not applicable to drivers, proprietors and operators already licensed by North Yorkshire Council)

☐ a certificate of good conduct (only if an applicant/proprietor has lived overseas for a period of six months or more in the 10-year period leading up to the date of application).

Please return the completed form & documents to your local North Yorkshire office:
A licensing.cra@northyorks.gov.uk
B licensing.ham@northyorks.gov.uk
C taxi.har@northyorks.gov.uk
D licensing.ric@northyorks.gov.uk
E taxilicensing.rye@northyorks.gov.uk
F licensing.sca@northyorks.gov.uk
G licensing.sel@northyorks.gov.uk

PERSONAL DATA AND INFORMATION SHARING

This authority requires the requested information to process your application for a licence. It has a duty to protect and safeguard the public and therefore may share the information you have provided on this form with other service areas within the Council, Government Departments, law enforcement agencies and partners for these purposes.

This authority is under a duty to protect the public funds it administers. We may share information internally and externally with other organisations responsible for auditing or administering public funds, or where undertaking a public function, to prevent and detect fraud, including data to be used as part of the National Fraud Initiative. For further information, please see https://www.gov.uk/government/collections/national-fraud-initiative. We may also disclose information to a Specified Anti-Fraud Organisation for the purpose of preventing fraud under Section 68 of the Serious Crime Act 2007. Please also see our licensing privacy notice for further information.

Schedule 23 to the Finance Act 2011 (Data Gathering Powers) and Schedule 36 to the Finance Act 2008 (Information and Inspection Powers) grant HMRC powers to obtain relevant information from third parties. This includes licensing bodies being required to provide information about licence applicants. Your personal data will not be used for any other purpose without your prior consent, except as permitted by statute.

Under the Air Quality (Taxi and Private Hire Vehicles Database) (England and Wales) Regulations 2019, the Council is required to provide information to the Department for Environment, Food and Rural Affairs (DEFRA) about all hackney carriages and private hire vehicles licensed by North Yorkshire Council. The information given will include registration numbers, start and expiry dates and such other information we hold for the purposes of ensuring the accurate identification of vehicles. The guidance for authorities contains further details about the database: https://www.gov.uk/government/publications/air-quality-taxis-and-private-hire-vehicles-phvs-database-guidance

For further information on who and how the Council may share your information with, please refer to the following privacy notice: Licensing privacy notice | North Yorkshire Council