



**South  
Derbyshire  
District Council**

**GRANT/RENEWAL PRIVATE HIRE VEHICLE LICENCE  
APPLICATION FORM**

- Please read our terms & conditions before completing this application.
- It is an offence to give false information - all questions must be answered.
- The following documents need to accompany this application:
  - V5 Registration Document
  - Current MOT
  - Current Insurance Certificate
- The fee for this application is £260

PERSONAL DETAILS	
1. Surname	2. Forenames
3. Present Home Address	
4. Date of Birth (DD/MM/YYYY)	5. Day time telephone number
6. Mobile telephone number	7. E mail Address if applicable

PARTICULARS OF VEHICLE	
1. Registration Number	2. Colour of Vehicle
3. Engine Capacity	4. Make
5. Model	6. No of Seats (Excluding Driver)
7. Meter Installed YES/NO (circle answer) <b>(if YES please provide current calibration certificate)</b>	8. Date first registered
9. Will anybody else drive the vehicle YES/NO (circle answer)	
If YES, please specify name(s) and Licencee number:	
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**COMPANY OWNED VEHICLES (ONLY)**

1. Name of Company:	2. Address of Registered Office:
3. Contact Number:	

**CRIMINAL CONVICTIONS, CAUTIONS and/or WARNINGS**

**To be completed by proprietors of vehicles who do not hold a current drivers licence issued by South Derbyshire District Council.**

Private Hire Drivers licensed with South Derbyshire District Council are reminded **"The driver shall within 14 days disclose to the Council in writing details of any Convictions, Cautions, Fixed Penalty Fines etc imposed on him /her during the period of the licence"**.

1. Have you ever been convicted of Criminal Offences including Cautions and Warnings?

YES / NO (circle answer)

If yes please give details below

**Details Of Criminal Convictions,Caution and/or warnings or Offences to be heard in court. Include all foreign Offences**

Date	Court	Offence	Decision of Court

**If more space needed, please complete a separate sheet of paper and submit with this application form.**

**OPERATOR INFORMATION**

1. Name of the Operator(s) you intend to drive for?
2. Address of Operator(s):

**DECLARATION**

I hereby warrant that the information and statements contained in this application are true and correct and complete and I am aware that this application is subject to such checks as South Derbyshire District Council deem necessary.

Applicants are liable to prosecution if you knowingly make false statement to obtain a private hire vehicle licence, or do not give details of current endorsements or convictions of offences.

I DECLARE that I have checked the answers given in this application, and to the best of my knowledge confirm they are correct, and I have not omitted any relevant details.

I have received and read the Private Hire Conditions for Operators, Vehicles and Drivers and I undertake, in the event of a licence being granted, to observe and perform such conditions.

Signed (Applicant) .....Applicant    Date.....

Block Capitals .....

Operator (1).....

Signed (Licensed Operator) .....

Block Capitals .....Date.....

Operator (2).....

Signed (Licensed Operator) .....

Block Capitals .....Date.....

Operator (3).....

Signed (Licensed Operator) .....

Block Capitals .....Date.....

**If any part of this application form is not completed it will be returned to the applicant and this will delay your application.**

We will treat all information provided in confidence and in accordance with Data Protection Act 1998. However, this authority is under a duty to protect public funds, and therefore the information may be shared with other departments of the Council for the purpose of preventing fraud, misuse of public funds and any legal or statutory requirements. It may also be shared with other public bodies such as the Audit Commission for similar purposes.