



PHD/HCD/Dual No.....

Expires.....

Driver's Licence Application Form

Type of licence applying for	✓	Number of years applying for	✓
Hackney Carriage	<input type="checkbox"/>	1*	<input type="checkbox"/>
Private Hire	<input type="checkbox"/>	2	<input type="checkbox"/>
Dual	<input type="checkbox"/>	3	<input type="checkbox"/>
Restricted Private Hire – School Transport Only	<input type="checkbox"/>	*1 year only to new applicants	<input type="checkbox"/>

You must submit this application form with **all** necessary supporting documents.

Application Checklist

Initial Application	✓	Renewal Application	
Completed application form	<input type="checkbox"/>	Completed application form	<input type="checkbox"/>
Recent passport size photograph	<input type="checkbox"/>	Recent passport size photograph (if applicable)	<input type="checkbox"/>
DBS certificate	<input type="checkbox"/>	DBS certificate (if applicable)	<input type="checkbox"/>
Driving licence card	<input type="checkbox"/>	Medical Form (if applicable)	<input type="checkbox"/>
Medical Form	<input type="checkbox"/>	HMRC Tax Check Code	<input type="checkbox"/>
Proof of immigration status	<input type="checkbox"/>		
Practical driving test pass certificate	<input type="checkbox"/>		

Once you have submitted a complete application, this will be validated and determined by an Officer. You will then be contacted to pay over the phone by credit/debit card.

Your details:

Full name: _____ Title: _____

Address, including postcode: _____

Telephone – Mobile: _____ Telephone: Home: _____

Email address: _____

Date of birth: _____ National insurance number: _____

Full DVLA driving licence held since (minimum requirement 12 months): _____

HMRC check code (renewals and previously licenced drivers only): _____

Convictions:

You are requested to declare any convictions, cautions and fixed penalty notices you may have received for either criminal or road traffic offences. As you are applying to be a licensed driver any convictions, cautions or fixed penalty notices you may have are not to be considered as 'spent'. The law states you must declare any and all of your previous convictions not spent under the terms of the Rehabilitation of Offenders Act 1974. The information you give will be treated in confidence and will only be taken into account in relation to your application.

Have you any convictions, cautions, or been served with a fixed penalty notice?

Yes/No

Are you currently under investigation for any criminal / civil offences?

Yes/No

Please give details below, including any spent / unspent / current offences and driving related endorsements. Use a separate sheet if necessary.

Date of Conviction	Offence	Court
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If you also do any other sort of work, give details and employer's name and address. If driving, give type of vehicle (light, heavy or PSV):

Operator details (Private Hire applicants only): to be completed by the Private Hire Operator for whom you will work – provide their signature, name and telephone number:

Previous licence history

Have you ever held a Hackney Carriage, Private Hire, or Dual Licence with a local authority previously (please select)?

Yes / No

If so, please give details of which authority and dates (use extra sheets is required):

Have you ever had a Hackney Carriage, Private Hire, or Dual Licence refused or revoked (please select)?

Refused / Revoked / Neither

If yes please give details (use extra sheets if required):

Name of Council:

Type of Licence (Hackney Carriage, Private Hire, Dual):

Date refused/revoked:

Reason for refusal/revocation:

Data Protection Privacy Notice

The personal information you supply to Blaby District Council in this form will be processed in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (when in force). We may share this information with other council departments, local authorities, government departments or law enforcement organisations to improve service delivery or for the prevention or detection of crime and fraud where the law allows this. Further information on how we handle your personal information can be found on the [Data Protection Notice web page](#).

The Council is required by law to maintain a public register of their licensed drivers (Section 51 (3) of the Local Government (Miscellaneous Provisions) Act 1976 and Section 42 of the Town Police Clauses Act 1847 details this requirement). This register will be available for inspection at the Council Offices, it will also be published on the Council's website and hard copies will be disclosed to the public if requested. The register will contain your name, badge number and date of expiry of your licence.

Declaration

By signing below, you are agreeing to the following:

1. I declare that the answers given in this application are true and correct to the best of my knowledge.
2. I accept that any failure to disclose relevant information, or attempt to mislead the Council is an offence which may result in prosecution.
3. I am eligible to work in the UK.
4. I understand that my details will be checked against the National Register of Taxi Licence Refusals and Revocations (NR3), and that if my application or licence is refused or revoked this decision will be recorded to the NR3.
5. I declare that there have been no relevant changes to my health since my last medical.
6. I authorise Blaby District Council to generate a DVLA 'share' code and access my DVLA driving licence record as required by legislation and the policies of Blaby District Council in effect during the full period of my licence.
7. I will immediately notify the Licensing Authority if I am diagnosed with insulin treated diabetes whilst licensed as a Private Hire/Hackney Carriage/Dual Driver.
8. I have read and understood the Data Protection Privacy notice above and give the Blaby District Council permission to share my data with other Organisations necessary to process my application.
9. I understand that any licence issued will be subject to the provisions of
 - a) The Town Police Causes Act, 1847
 - b) The Local Government (Miscellaneous Provisions) Act, 1976
 - c) The Council's byelaws and licence conditions; and
 - d) Any other relevant laws, byelaws, or regulations
10. I authorise Blaby District Council to carry out an online check of my DBS record as required by legislation and the policies of Blaby District Council in effect during the full period of my licence.

Signature:

Date: