



Selby District Council
Please read carefully before completing

Requisition for Information under Section 57 of the Local Government (Miscellaneous Provisions) Act, 1976

APPLICATION FOR THE GRANT OF A LICENCE TO DRIVE A PRIVATE HIRE

SECTION A

Mr Mrs Miss Ms

Surname:

Forenames:

Date of birth:

Nat. Ins. No.

(applicant must have held a full licence for at least 12 months)

Address:

Post Code:

Tel. No:

Mobile:

Name and address of Private Hire Operator by whom you would be employed:

<input type="text"/>
<input type="text"/>

Will you be employed full-time or part-time as a hackney carriage driver? *FULL-TIME / PART-TIME

Do you have any other employment? *YES / NO (If YES, state what and how many hours per week you do work):

Nature of Employment No of hours

Have you previously held any *Hackney Carriage/Private Hire Licenses? *YES / NO

If YES state type:-

A) Issuing authority

B) Date of issue

SECTION B

Have you been convicted of any offence within the last 12 months (this includes any court appearance or formal police caution) * YES / NO If YES, please give details:

Offence: _____

Place and date of conviction/caution: _____

Are you aware of any enquiries or investigations of any kind or description being made at the present time by any of the following involving yourself? The Police *YES/NO Any Local or Public Authority *YES / NO

If YES, state by whom and the nature of the enquiries: _____

PLEASE ENCLOSE THE FOLLOWING:

- ONE RECENT DIGITAL PHOTO VIA EMAIL TO licensing@selby.gov.uk
- MEDICAL EXAMINATION REPORT
- FEE
- CRB DISCLOSURE APPLICATION FORM
- DRIVING LICENCE MANDATE.

Any applicant over the age of 45 years will be required to undergo a medical examination every 5 years. Any applicant over 65 will be subject to an annual examination.

ALL DOCUMENTATION AND FEE MUST BE SUBMITTED WITH THIS APPLICATION

DECLARATION

I declare that to the best of my knowledge and belief the answers given above are true. If a licence is granted I undertake to comply with the conditions attached on the grant of the licence. Should I engage in other employment, I also agree to partake of sufficient rest and refreshment after finishing work before commencing driving for hire.

I enclose the sum of £ being payable in respect of this application, and any other documentation requested.

Signed:

Date:

APPLICANTS ARE ADVISED THAT TO MAKE, KNOWINGLY OR RECKLESSLY, A FALSE STATEMENT OR OMIT ANY INFORMATION FROM THIS APPLICATION IS A CRIMINAL OFFENCE.

SECTION C

REFEREE

A reference may be provided by a Minister of Religion, School Teacher, Lawyer, Bank Officer, Senior Public Official, or other responsible person but not a near relative, who has known the applicant personally for the past three years. The following are not eligible to give a reference:

- A District Councillor serving on the Selby District Council, this is because the Council are the Licensing Authority
- Any person currently connected with the hackney carriage or private hire trade

Name of Referee who will be contacted for a written reference:

Occupation:

Address of Referee

How we collect and use information

We will use the information you provide in connection with any lawful activity of the Council. We have a duty to protect public funds that we administer, so we may also use information held about you for the prevention and detection of fraud. We may check information you have provided, or information about you that someone else has provided, with other information held by us.

We may also get information about you from certain third parties, or give them information to:

- Make sure the information is accurate;
- Prevent or detect crime; and
- Protect public funds

These third parties include Government Departments and other Local Authorities. We may also provide information for data matching exercises with the Audit Commission, the Department for Work and Pensions and credit reference agencies as the law allows.

We will not give information about you to anyone else, or use information about you for other purposes, unless the law allows us to. We, Selby District Council, are the data controller for the purposes of the Data Protection Act. If you want to know more about what information we have about you, or the way we use that information, please ask us.

N.B. You are obliged to notify the Council of any change in circumstances or particulars in any of the sections, as soon as possible.

PLEASE RETURN THE COMPLETED FORM TO:

Business Support, Selby District Council, Civic Centre, Doncaster Road, Selby, YO8 9FT. Telephone: 01757 705101
Fax: 01757 292229

FOR OFFICIAL USE ONLY

Receipt No: _____ Amount: £ _____ Date Paid: _____

Date Application Received: _____ HCD No: _____ Licence No: _____

Police Check Sent: _____ Received: _____

Referee Letter Sent: _____ Received: _____