



LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976  
TOWN POLICE CLAUSES ACT 1947

<i>For Office use only</i>	
Date App. Rec'd	_____
Fees Paid	_____
Receipt No	_____

## DRIVER

### Application for a New Hackney Carriage and/or Private Hire Driver's Licence

Before submitting an application you should read Stroud District Council's document 'Taxi and Private Hire Information, Policy and Conditions' available on our website [www.stroud.gov.uk](http://www.stroud.gov.uk). This document includes Stroud District Council's Criminal Convictions Policy.

As part of this application you will be required to attend an appointment with a member of the Licensing Section at Stroud District Council Offices, Ebley Mill. Please use the contact details at the end of this form to book an appointment and for further information:

#### 1. Applicant Details

Title Mr/Mrs/Miss/Ms delete as appropriate or specify if other:.....

Surname: .....Forenames:.....

Address: .....

..... Postcode: .....

Telephone Numbers - please **tick** the box if the number can be made available to the public:

Home: .....  Business:.....

Mobile: .....  Email Address: .....

How long have you lived at this address?: .....

Date of Birth:    Place of Birth: .....

National Insurance No: ..... Nationality: .....

#### 2. Driving History

How long have you held a full driving licence in relation to motor cars? ..... years  
(NB Applicants must have held a full driving licence for 12 months)

DVLA Driving Licence No: .....

Valid from: ..... To: .....

Do you hold, or have you previously held, with any Local Authority, or had refused/revoked, a Hackney Carriage or Private Hire Vehicle Driver's Licence?

Yes  No

If **Yes**, please give details:

.....

.....

**3. Type of Licence Applied For**

Are you applying for:

A Hackney Carriage and Private Hire (Dual) Driver’s Licence? (If ticked complete section 3)

A Private Hire Driver’s Licence? (If ticked complete section 4)

**4. Hackney Carriage and Private Hire (Dual)**

Who are you going to be working for?:

Working for self:  Business Name: .....

Driving vehicle licensed by another person:  Name of vehicle licence holder.....

Taking bookings through a Taxi Company:  Name of Company:.....

Other: Give Details .....

**5. Private Hire only**

Do you intend to apply for your own Private Hire Operator’s Licence? Yes  No

**If you are not going to hold your own Private Hire Operator’s Licence you must ask the Private Hire Operator who will manage your bookings to complete this section.**

Private Hire Operator’s Name and Address:.....

I declare that the applicant named in this application will be working under the above Private Hire Operators Licence.

Private Hire Operator’s Signature.....Date.....

**6. Motoring Offence Endorsements**

Are there any endorsements on your Driving Licence? Yes  No

If **Yes**, give details below :

Enter Details of ALL Driving Endorsements				
Date of Offence	Date of Conviction/Penalty	Details of Endorsement	Court	Penalty and/or Fine

**7. Convictions and Cautions**

Have you ever been convicted or cautioned for a civil or criminal offence including motoring offences? Please note that under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, Stroud District Council can consider all offences, including those considered Spent under this Act.

Yes  No

If **Yes**, give details below:

Give Details of all civil and criminal convictions and cautions including those considered spent under the Rehabilitation of Offenders Act 1974				
Date of Offence	Date of Conviction/Caution	Details of Offence	Court	Penalty and/or Fine

**8. Court Proceedings Pending**

Are there any court proceedings pending?

Yes  No

If **Yes**, give details below:

.....  
 .....

**9. Declaration**

- I certify the statements made in this application are true to the best of my knowledge and belief.
- I am entitled to work within the United Kingdom
- On grant of a licence I undertake to comply with the relevant Acts and Stroud District Council's byelaws and taxi and private hire policy and conditions
- I consent to Stroud District Council retaining and processing my personal data in accordance with the statements below

NB - Making a false statement is an offence and may lead to revocation of the licence or the applicant liable to prosecution.

Signed ..... Date .....

*Stroud District Council is a registered Data Controller for the purposes of the Data Protection Act 1998. We will process your personal data in accordance with that Act. We will use the information you have provided on this application form to assess your suitability as a hackney carriage and private hire driver and for administration and management purposes. We may disclose your information to external agencies for crime prevention purposes and statistical analysis. If you provide us with information about your health and driving and criminal convictions you consent to our processing that information for the purposes described above. If your application is unsuccessful, we will keep your information for a reasonable period in accordance with legal requirements and for administration purposes.*

*This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see Stroud District Councils website [www.stroud.gov.uk](http://www.stroud.gov.uk) using the following link [http://www.stroud.gov.uk/docs/democ/data\\_matching.asp](http://www.stroud.gov.uk/docs/democ/data_matching.asp) or contact Michael Nadin in Internal Audit by email on: [michael.nadin@stroud.gov.uk](mailto:michael.nadin@stroud.gov.uk) or by telephone on: 01453 754122*

## 10. Application Requirement Checklist

<p>(a) Fee -</p> <p>CRB Disclosure and DVLA check fee – This is non refundable - £31</p> <p>Written Test (Hackney only) - £50</p> <p>Driving knowledge Test (Hackney only) - £75</p> <p>Application fee - £175</p> <p>For information regarding payment – please Stroud District Council’s document - Taxi and Private Hire Information, Policy and Conditions</p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>
<p>(b) The latest issue by the DVLA of your full Driver’s Licence. This includes your photo identification and paper counterpart and the completed ‘DVLA Mandate for Release of Information’</p>	<p><input type="checkbox"/></p>
<p>(c) Completed DVLA Mandate form</p>	<p><input type="checkbox"/></p>
<p>(d) 1 colour passport type photograph</p>	<p><input type="checkbox"/></p>
<p>(e) Completed CRB Disclosure Application Form - Bring with you three forms of identification eg: Passport, UK Birth Certificate, UK Marriage Certificate, Utility Bill, P45 Statement (NB applications will not be processed until the Criminal Record Check has been returned by the criminal record bureau and the Council is satisfied that the applicant is a fit and proper person)</p>	<p><input type="checkbox"/></p>
<p>(f) Group 2 Medical completed by a medical practitioner</p>	<p><input type="checkbox"/></p>
<p>(g) Taxi /Private Hire Drivers Assessment carried out by Gloucestershire County Council’s Road Safety Unit.</p>	<p><input type="checkbox"/></p>
<p>(h) Foreign Nationals or persons who have lived abroad may also need to provide:</p> <p>a. Criminal Record check from countries resided in or certificates of good conduct</p> <p>b. Proof of eligibility to work in this country</p> <p>c. An appropriate driving licence for driving in the UK</p>	<p><input type="checkbox"/></p>

### LICENSING SECTION CONTACT DETAILS

Licensing Section, Stroud District Council, Ebley Mill, Westward Road, Stroud, GL5 4UB  
**Tel** 01453 754440 **Fax** 01453 754963 **Email** [licensing@stroud.gov.uk](mailto:licensing@stroud.gov.uk) **Web** [www.stroud.gov.uk](http://www.stroud.gov.uk)

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