DATE:
FEE: £
REC NO:

APPLICATION FOR PRIVATE HIRE DRIVERS LICENCE

PLEASE ENSURE THAT YOU READ THESE NOTES

Any change of address or employer must be notified to the Licensing Section, Legal Services Department, Ribble Valley Borough Council, Church Walk, Clitheroe BB7 2RA.

No Licence can be issued until the applicant has held a **FULL** British driving licence for 12 months.

NEW APPLICATIONS –
TEMPORARY 6 MONTHS LICENCE

Fill in ALL parts of your application form and return old plates and badges.

Please ring:
01200 414411/414426
to make an appointment before re-licensing, to check the availability of staff.

You will need to bring:

- The relevant fee
- Birth Certificate or Passport
- Driving Licence and endorsement sheet
- 2 Passport style photographs
- Letter of character reference
- Criminal Records Bureau Check (Enhanced)
- Mandatory Group 2 Medical Certificate (See separate forms)
- Letter from Accrington & Rossendale College stating registration on the Steering to Success Course
- **You will only be given 4** opportunities to take the Council's knowledge test. If you have not passed the knowledge test within the 6-month period, you will not be issued with a full licence until you have passed the test

to the Licensing Section, Legal Services Department, Ribble Valley Borough Council, Council Offices, Church Walk, Clitheroe BB7 2RA.

RENEWAL APPLICATION

This form must be returned along with the following:

- The relevant fee
- 1 Passport style photograph
- Driving Licence
- Certificate for Steering to Success (if applicable)

To the Licensing Section, Legal Services Department, Ribble Valley Borough Council, Council Offices, Church Walk, Clitheroe BB7 2RA.

KNOWINGLY SUPPLYING INCORRECT INFORMATION IN THIS APPLICATION FORM WILL RENDER YOU LIABLE TO PROSECUTION UNDER THE PROVISIONS OF THE LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976. THE FINE AT PRESENT WILL NOTE EXCEED LEVEL 3 ON THE STANDARD SCALE AND MAY RESULT IN THE IMMEDIATE SUSPENSION OR REVOCATION OF THE LICENCE BY THE BOROUGH COUNCIL.