## APPLICATION FOR A PRIVATE HIRE VEHICLE LICENCE

Fill in <u>ALL</u> 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.

DATE: £
FEE: £
PLATE FEE: £
- DISCOUNT £

TOTAL PAID £ REC No:

## PLEASE ENSURE THAT YOU READ THESE NOTES

It is an offence, punishable on summary conviction by a fine not exceeding level three on the standard scale, knowingly or recklessly to make a false statement or omit any material particular in the completion of this form. The making of such false statements or omission may also result in the immediate suspension or revocation of the licence.

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

The applicant must have held a **FULL British Driving Licence for 12 months**.

All applicants are reminded that Private Hire Vehicle Licences are issued only for the period specified thereon and are not automatically renewed.

## **NEW APPLICATIONS**

For new applications, the following must be completed and returned to us:

correct licence fee:

current vehicle insurance certificate for Private Hire: not less than 30 days cover; Vehicle Registration Documents in the applicant's name; current MOT certificate;

(1 August 1998 legislation from Vehicle Inspectorate stipulates that any vehicle over one year old used for hire and reward must have a current MOT.)

## RENEWAL APPLICATIONS

For renewal applications, the following must be completed and returned to us:

correct licence fee:

current vehicle insurance certificate for private hire;

current MOT certificate:

(1 August 1998 legislation from Vehicle Inspectorate stipulates that any vehicle over one year old used for hire and reward must have a current MOT.)

Please bring your vehicle with you to the Council Offices. A member of our own staff must check all vehicles at the time of licensing (or renewal).

IT IS A CONDITION OF THIS LICENCE,
THAT THE VEHICLE MUST DISPLAY A DOOR SIGN STATING
"ADVANCED BOOKINGS ONLY"