

Private hire vehicle licence



Westmorland and Furness Council

Vehicle application for private hire vehicles

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Private hire licence

Local Government (Miscellaneous Provisions) Act 1976

You are advised to read the notes overleaf before completing this form.

1. Full name of applicant(s) (the names of all persons concerned in the hiring of the vehicle must be given) (see note (i))	
2. Address(es) of applicant(s)	
Postcode	
Home telephone no.	
Mobile telephone no.	
Email	
3. Full name and address of registered owner of the vehicle if different from 1. above.	
<p>NB An annual basic DBS for vehicle proprietors is required to ensure the fit and proper test is met. This applies to vehicle proprietors who do not hold a private hire of hackney carriage driver's licence.</p> <p>Request a basic DBS check - GOV.UK (www.gov.uk)</p>	
4. Is this application for a Grant, Renewal or Transfer of a licence?	Grant <input type="checkbox"/> Renewal <input type="checkbox"/> Transfer <input type="checkbox"/>
(a) if the application is for the renewal or transfer of an existing licence, please state the licence number	
(b) if a new vehicle is to be substituted for one presently licensed, please state the licence number	
(c) date of expiry	
5. What is the "trade" name & address of business?	
6. What is the telephone number of this business?	

Public Protection Group

Licensing Team, Westmorland and Furness Council, South Lakeland House, Lowther Street, Kendal, Cumbria, LA9 4DQ

0300 373 3300

westmorlandandfurness.gov.uk

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7. Make of car (e.g. Ford)	
8. Model (e.g. Mondeo)	
9. Colour (e.g. black)	
10. Engine cc/brake horse-power (bhp)	
11. No. of passengers	
12. Date first registered (date/month/year) (On V5 – Vehicle Document)	
13. Registration number	
14. Number of doors	
15. Petrol/Diesel/LPG/Electric/Hybrid	
16. Is it wheelchair accessible?	
17. Insurance company	
18. Insurance certificate number From – to:	
19. Please state address where vehicle is kept when not in use.	
20. If you are intending to run your hackney carriage business from a council house or an ex-council house, you will need to obtain the Housing Officer's consent to do so.	
Have you obtained this permission? (see note (v))	Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable <input type="checkbox"/> If no, state reason:
21. Depending on the scale of your proposed venture, you may need planning permission prior to commencing any business activity from your address (see note (v)). Have you:-	
(a) checked with the Planning Officer's whether or not permission will be required?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please produce written permission from the relevant planning authority (for new applications only)
(b) obtained any necessary permissions?	Yes <input type="checkbox"/> No <input type="checkbox"/>

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I/we hereby apply for the issue of a Private Hire Vehicle Licence in respect of the above-mentioned vehicle and certify that the information given is correct.

The following **original** documents are enclosed:

(1)	Vehicle Registration Document (V5)	<input type="checkbox"/>
(2)	Certificate of Insurance or Cover Note relating to the use of the vehicle in this application	<input type="checkbox"/>
(3)	Private Hire Test Certificate & MOT Certificate (both dated within 28 days of licence expiring)	<input type="checkbox"/>
(4)	Proprietorship Requisition form	<input type="checkbox"/>
(5)	Plate Order form	<input type="checkbox"/>
(6)	Transfers - existing licence must accompany this application	<input type="checkbox"/>
(7)	Licence fee – see attached list	<input type="checkbox"/>

Signed:		Date:	
See note (i). NB. Failure to answer ALL questions will cause delay in processing your application.			

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Notes for the guidance of applicants

- (i) All persons shown at Question 1 must sign the application form. If it is on behalf of a Limited Company, the person should state in what capacity he signs.
- (ii) The penalty for knowingly giving false information in relation to this application is a fine on summary conviction not exceeding Level 1.
- (iii) All new vehicle engines must be a minimum of Euro 6 standard. This is being implemented to ensure that new vehicles on the Westmorland and Furness fleet are not emitting dangerous levels of emissions and pollution.
- (iv) NB An annual basic DBS for vehicle proprietors is required to ensure the fit and proper test is met. This applies to vehicle proprietors who do not hold a private hire of hackney carriage driver's license.
Request a basic DBS check - [GOV.UK \(www.gov.uk\)](http://www.gov.uk)
- (v) The following garages have been appointed by the council to test private hire vehicles:
 - a. Arnold Clark Ltd., Mintsfeet Road, Kendal Tel 01539 724420
 - b. Alan Myerscough Ltd, The Ellers, Ulverston Tel 01229 581058
 - c. T Smith, Camp Road Garage, Flookburgh, Grange over Sands Tel 015395 58254
 - d. Lakeland Car Centre, Mintsfeet Industrial Estate, Shap Road, Kendal Tel 01539 733399
 - e. T C Motors, Unit 3, Dockray Hall Road, Kendal Tel 01539 729398
 - f. MGD Commercial and Motor Services, Mintsfeet Road South, Mintsfeet Industrial Estate, Kendal Tel 01539 725293
 - g. Town End Garage, Casterton, Kirkby Lonsdale, Tel 015242 71421
 - h. Ainsworth's Garage Ltd, Canal Side, North Lonsdale Road, Ulverston LA12 9ER Tel 01229 582958
- (vi) The applicants(s) must consult the appropriate Housing/Planning Authority/Departments in connection with Questions 20 and 21.
- (vii) When completed, this application form, together with the appropriate fee and required documents, should be returned to the Public Protection Group, Licensing Team, Westmorland and Furness Council, South Lakeland House, Kendal, Cumbria LA9 4DQ.

Any telephone enquiries should be made to **0300 373 3300** or by email to: taxis@westmorlandandfurness.gov.uk.

OFFICE USE ONLY

Type of application		Date received		V5 doc		MOT cert		Insurance		Fee rec. no.	
Entered on system		Test received		Test result		Plate order form required		Issue date		Prop. req.	

