

You are advised to read the notes before completing this form

**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 Section 47**

**APPLICATION FOR HACKNEY CARRIAGE VEHICLE LICENCE GRANT**

**(Restricted to Existing Proprietors only)**

All boxes marked with a \* must be completed by applicant

<b>IDOX Reference:</b>		
*Full name of applicant(s) (Proprietors) (The names of the vehicle's registered owner and <b>all</b> persons concerned in the hiring of the vehicle must be given) (see note (i))		
*Address(s) of applicant(s) (Proprietors)		
		Post Code:
*Home Telephone &/or Mobile No:		
E-mail: (Please continue on a separate sheet if necessary)		
What is the trade name, address & telephone number of business?		
Where applicable, what is the name, address & telephone number of the private hire operator for this vehicle?		
*Please provide Vehicle Registration Number (V5 must be presented) (See notes)		
*Is the application for a Disabled Access Vehicle? (See notes)	Yes	No
State preferred choice of testing station (See notes)		
Preferred time for appointment (See notes)		
Please mention any dates/times when you would not be able to take the vehicle for testing (see note (v))		
* Meter make	*Serial No:	*Please provide calibration certificate for the meter
Are you presenting a trailer to be used in conjunction with the vehicle (See notes)		Yes      No

**Vehicle Checklist- to be completed by the Inspecting Officer**  
**The vehicle must be presented for testing within 7 days of the date of this inspection**

Officer Name:	Date & Time of Inspection:	
Vehicle Make:	Model:	
Colour:	Passenger Capacity:	No of Doors:
Recorded Mileage:	Name of person presenting the Vehicle:	
Date of first UK registration (taken from V5)		
Petrol/Diesel/LPG/Hybrid		
Is the vehicle Wheelchair Accessible?	Yes	No
Does the Vehicle meet Disabled Access Criterion?	Yes	No
Does the vehicle meet current requirements for: Condition of Exterior	Yes	No- give reasons:
Does the vehicle meet current requirements for: Condition of Interior	Yes	No- give reasons:
Please record any dents or scratches etc that fall within acceptable limits:		
Please record any documents provided in support of the application (E.G. engineers reports, Service Records)		
Is the Vehicle presented suitable for Licensing?	Yes	No
If no give reasons for rejection:		

Applicant Checklist- tick this column only	Checklist to be completed by Customer Service- all documents to be copied and attached to IDOX record			
1	Vehicle Registration Document (V5)	See Notes		Recorded and checked by Customer Services (Initials of CSO)
2	Meter Verification	Valid Calibration Certificate provided		Recorded and checked by Customer Services (Initials of CSO)
The Council must have sight of the original insurance certificate and schedule or cover note which indicates the vehicle registration number and that the vehicle is insured for use to carry passengers for either, public hire, private hire or both before the licence can be granted. However, an application can still be processed but the plate cannot be issued until this section is completed.				
	Name of Insurance company			Recorded and checked by Customer Services (Initials of CSO)
	Policy Number			Recorded and checked by Customer Services (Initials of CSO)
	Registration No of Vehicle on Insurance Certificate /Schedule/ cover note			Recorded and checked by Customer Services (Initials of CSO)
3	Insurance Certificate/ Schedule/ cover note states insured for passenger use	Public Hire		Recorded and checked by Customer Services (Initials of CSO)
		Private Hire		
		Both		
	Valid from	Valid to		Checked and recorded on IDOX by Customer Services (Initials of CSO)
	Where Named Driver on Insurance Certificate/ Schedule/ cover note	Name of Driver & Badge Numbers:		Recorded and checked by Customer Services- Driver must have appropriate Chorley badge (Initials of CSO)
4	4120/60085	HCV licence grant	£110.24	Recorded and checked by Customer Services- scan receipt Total Payment = £215.84
5	4120/60228	MOT	£54.85	
6	4120/60229	Vehicle Test (inc VAT)	£10.25	
7	4120/60085	Rear Licence Plate & Livery	£11.40 + £29.10	

**NB. Failure to answer all questions will cause delay in processing your application.**

**Declaration: I declare I have never been refused the grant or renewal or have never had a licence revoked for a Hackney Carriage or Private Hire vehicle with this or any other authority. The Vehicle for which this licence application is made is not licenced as a Hackney Carriage or Private Hire vehicle with any other authority. I confirm that I am the registered keeper of the vehicle. I confirm that the New Keeper Supplement of the Vehicle Registration Document (V5) has been completed with my name and address (or in the name of a company for which I am authorised to act for), and sent to the DVLA in accordance with the legal requirements.**

**Print Name:**

**Signed:**

**Dated:**

**(Any Additional Proprietors Sign below)**

**Print Name:**

**Signed:**

**Dated:**

**Print Name:**

**Signed:**

**Dated:**