



THE BASILDON CENTRE, ST MARTIN'S SQUARE  
BASILDON, ESSEX SS14 1DL

## APPLICATION FOR GRANT OF A PRIVATE HIRE VEHICLE LICENCE

Please read the *Conditions of Private Hire Vehicle Licences* before you complete this form to ensure that all licensing conditions are met.

Name:  
Address:

Telephone:  
Mobile:  
E-mail:  
Date of Birth:  
Place of Birth: \_\_\_\_\_

Name and address of partner(s) involved in this vehicle licence:

Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

If there are more than two partners, please provide details on a separate sheet and tick this box

Drivers Badge No: \_\_\_\_\_ Do you drive: Full Time/Part Time

Name of Circuit (Operator): \_\_\_\_\_

(if you are taking your own bookings you must hold an operators licence)

Do you hold a Private Hire Operators Licence? Yes/No Operator Licence No: \_\_\_\_\_

Are you in business with or related to any member or officer of the Council? Yes/No

If yes, please give the following details:

Name: \_\_\_\_\_ Position: \_\_\_\_\_

For Office Use Only	
Interviewed by .....	
Fee .....	
Rec. No .....	
Date Fee Paid .....	
LN Updated .....	
Plate No .....	
ECC e-mailed .....	

(CONTINUED OVERLEAF)

Have you ever been refused a vehicle licence by any Licensing Authority? Y/N

Have you ever had a vehicle licence refused or revoked by the Traffic Commissioners? Y/N

Have you ever been convicted in a Court for any offence? Y/N

Have you ever been cautioned by the Police for any offence? Y/N

Give details of **ALL** cautions or convictions for any motoring offences including fixed penalty notices obtained in the last 4 years and any other convictions received since your most recent CRB check with this Authority.

<b>OFFENCE</b>	<b>COURT</b>	<b>DATE</b>	<b>PENALTY</b>
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**Please give full details of the vehicle you propose to licence.**

Registration No.	Seating Capacity	Make and Model	Colour	Date 1 <sup>st</sup> Registered	Max Vehicle Life
					7
Does the vehicle carry a taximeter? Please advise make, type and number.		N/A/Details are:			

In accordance with the provisions of the Local Government (Miscellaneous Provisions) Act 1976. I/We make application to the Council to licence the above vehicle(s) as (a) private hire car(s) to be used within the Borough of Basildon. I/We hereby declare that all information given herewith is correct. Any false or misleading statements may lead to the revocation of the licence and possible prosecution.

**Licensed vehicles may only be driven by drivers licensed by this Authority. You will need to provide documents, pay a fee and present your vehicle for a compliance (council) test as follows:-**

<b>Current Insurance Certificate</b>	(if cover note provided, please ensure that certificate (or further cover note) is provided as soon as the period of cover ends)
<b>Registration Document</b>	(if new keeper details need to be updated, please ensure that a copy is provided as soon as it returned from DVLA).
<b>Bill of Sale</b>	
<b>Annual Licence Fee £340.00</b>	
<b>Your compliance (council) test is booked for _____ at _____</b>	

Signed:.....

Date: .....

(All Joint Proprietors must sign) .....

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, refer to the Council's website. [www.basildon.gov.uk](http://www.basildon.gov.uk)