



## Application For Private Hire Vehicle Licence

Local Government (Miscellaneous Provisions) Act 1976

I/We

Address

Home number

Mobile number

Business number

Email

Hereby request you to  
(tick as appropriate)

Grant me a licence

Renew my licence

No.PV\_\_\_\_\_

Transfer licence

No.PV\_\_\_\_\_

(Change Vehicle)

Transfer licence

No.PV\_\_\_\_\_

(New Owner)

**Date transfer is to be effected**

to use as a Private Hire Vehicle.

Registration no

Make & Model

Colour

Engine Capacity

Petrol/Diesel/Hybrid  
Saloon/Estate/Hatchback/Minibus/MPV

(Delete as appropriate)

being a four wheeled vehicle to carry  passengers (insert number)

Date of 1st registration of vehicle

The vehicle will be operated under Operators Licence Number

Held by

Is your vehicle registered as a Hackney Carriage or Private Hire Vehicle with another Local Authority

Yes/No (Delete as appropriate)

If Yes please give details:-

Have you ever registered this or any other vehicle as a Private Hire or Hackney Carriage with another Local Authority?

Yes/No (Delete as appropriate)

If Yes please give details:-

I declare that I am the sole proprietor and that apart from myself no other person has any interest in the said vehicle

Signed \_\_\_\_\_

Date  /  /

OR

Apart from myself only the following person(s) is (are) interested in the said vehicle

1.

2.

*(Insert name(s) and address/es of interested person/s)*

Working for Operator/s

1.

2.

I enclose *(Delete as appropriate)*:-

- |    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                       |        |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|--------|
| 1. | The fee in respect of the application                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>£202</b>           | Yes/No |
|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>£26</b> (Transfer) | Yes/No |
|    | (Plate deposit if a new vehicle licence is being applied for)                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>£25</b> (Plate)    | Yes/No |
|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Total : £             |        |
| 2. | A current certificate of insurance covering use for hire or reward<br><i>Please be aware that once a vehicle has been licensed as either a Hackney Carriage or a Private Hire Vehicle, the only person who can drive that vehicle <u>must hold</u> a Hackney Carriage Drivers Licence or a Private Hire Drivers Licence.<br/>The council <u>will not</u> accept an Insurance Certificate for a licensed vehicle that shows a non-licence holder as an insured person albeit that it is only for Social, Domestic and Pleasure purposes.</i> |                       | Yes/No |
| 3. | A current certificate of mechanical fitness of the vehicle                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                       | Yes/No |
| 4. | An M.O.T. Certificate (For all vehicles over one year old )                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                       | Yes/No |
| 5. | If change of vehicle or owner the vehicle registration document (V5)                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                       | Yes/No |

If you are paying by debit/credit card you can make payment by telephoning the Customer Contact Centre on (01444) 477335

**N.B.**

Please arrange an appointment with the Taxi Licensing Officer for the vehicle to be examined if it is a new vehicle with less than 10000 miles on the milometer, or is a wheelchair accessible or temporary vehicle.

I declare that there is in force in relation to the use of the vehicle a policy of insurance or such security as complies with the requirements of the relevant law applicable in Great Britain.


Signed \_\_\_\_\_

Date  /  /

*(if signing on behalf of a company state in what capacity)* \_\_\_\_\_

Please note no licence will be issued or renewed unless this form has been completed fully and all relevant documents supplied are valid on the renewal/transfer date.

To :- Taxi Licensing Team  
Mid Sussex District Council  
Oaklands  
Oaklands Road  
Haywards Heath  
West Sussex, RH16 1SS

 The information you have given on this form will only be used by Mid Sussex District Council and its employees in accordance with the Data Protection Act 1998. The information will not be given to any other organisation or individual except to the extent permitted by the Data Protection Act. Mid Sussex District Council may use the information to help with the efficient provision of services and for the prevention and detection of fraud, tax evasion and other crime. The information may also be shared for these purposes with HM Revenue & Customs, the Department for Work and Pensions, the Home Office, the Audit Commission, the police, other local authorities and other permitted organisations. For further information, see under Data Protection Act on Mid Sussex District Council's web site [www.midsussex.gov.uk](http://www.midsussex.gov.uk)

Please state any other relevant information you wish to disclose:

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**FOR OFFICE USE ONLY**

Receipt No.	<input type="text"/>	Amount	£ <input type="text"/>	Cheque/Card/Postal Order
Licence No	<input type="text" value="PV"/>	Date	<input type="text" value="/ /"/>	
Valid from	<input type="text" value="/ /"/>	To	<input type="text" value="/ /"/>	Authorised by _____ (Signature)
				Expires / /