

You are advised to read the notes before completing this form

**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 Section 48**

**APPLICATION FOR PRIVATE HIRE VEHICLE LICENCE GRANT**

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 s)		
*Address(s) of applicant(s) (Proprietors)		
		Post Code:
* Mobile Telephone Number:	Landline Telephone Number	
E-mail:		
What is the trade name, address & telephone number of business?		
*What is the name, address & telephone number of the private hire operator for this vehicle?		
*Please provide Vehicle Registration Number (V5 must be presented)		
Is the application for a Disabled Access Vehicle?	Yes	No
State preferred choice of testing station		
Approved Garages  AutoCentre, Friday Street, Chorley. 01257 269298 RCJ Motors, Southport Road, Chorley. 01257 451016 Chorley Autocare, Friday Street Chorley. 01257 264517		
Preferred time for appointment		
Please mention any dates/times when you would not be able to take the vehicle for testing		
Date and time taxi test is booked		
*Is a meter / data-head fitted?	If Yes please provide table of fares and calibration certificate for a meter	Meter / data-head make
Yes      No		Serial No:
Are you applying for a plate exemption? (this will only be considered where all appropriate criterion are met)		Yes      No
Are you presenting a trailer to be used in conjunction with the vehicle		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:	
VRM:	Vehicle Make:	Model:
Colour:	Passenger Capacity:	No of Doors:
NCAP Rating (4* and above):	Emissions Standard (Euro 5+):	
Recorded Mileage:	Name of person presenting the Vehicle:	
Date of first UK registration (taken from V5)	HPI Report present? YES / NO Any Write Off? YES/NO <b>*if there is any write off the car cannot be licenced</b>	
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
Local Government (Miscellaneous provisions) Act 1976 sec 48(7) If no give reasons for rejection:	Officer Signature or stamp and date	Officer Signature or stamp and date

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)	V5 in applicant name or copy of V5 in previous owner with new owners supplement		Recorded and checked by Customer Services	(Initials of CSO)
2	Where application has confirmed Meter/Data-head fitted	Valid Calibration Certificate and Table of fares provided		Recorded and checked by Customer Services	(Initials of CSO)
The Council must have sight of the <b>original insurance certificate and full policy</b> 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			Copy of certificate and full policy- checked by Customer Services	(Initials of CSO)
	Registration No of Vehicle on Insurance Certificate			Recorded and checked by Customer Services	(Initials of CSO)
3	Insurance Certificate/ 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/ cover note	Name of Drivers:		Recorded and checked by Customer Services- Driver must have appropriate Chorley badge	(Initials of CSO)
	HPI report (except for brand new vehicles) – check vehicle identity. Record any write offs?			Copied, Recorded and checked by Customer Services	(Initials of CSO)
	Taxi Test	IDOX Ref:		CSO issued garage with No.	(Initials of CSO)
4	4120/60085	PHV licence grant	£105.18	Recorded and checked by Customer Services- scan receipt	(Initials of CSO)
5	4120/60228	MOT	£54.85		
6	4120/60229	Vehicle Test (inc VAT)	£10.25		
7	4120/60085	Livery including Rear Licence Plate	£39.56		
					Total Payment = £209.84

**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:**