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*St Edmundsbury*  
BOROUGH COUNCIL

Receipt no	
Amount	
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Local Government Miscellaneous (Provisions) Act 1976

## APPLICATION FOR PRIVATE HIRE/HACKNEY CARRIAGE DRIVER'S LICENCE

*Licensing Services 01284 757103*

Before completing this form, applicants are advised to carefully read the accompanying council conditions for Private Hire/Hackney Carriage Drivers.

**Please complete form in ink and in BLOCK CAPITALS.**

What type of application is this?      First grant       Renewal       Transfer to new operator

If the application is in respect of a badge already held, state BADGE NUMBER

### FULL DETAILS OF APPLICANT

Title:	Mr	Mrs	Miss	Ms	Surname:
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Full forenames:

Home address:

Post code:

Home telephone:

Mobile:

Date of birth:

Email:

Have you previously been licensed with this authority?      Yes       No

If YES date held: \_\_\_\_\_

Have you held a FULL DVLA licence for at least 12 months?      Yes       No

Are you in any other employment?      Yes       No

Do you intend to work for:

    A Hackney Carriage Proprietor      Yes       No

    A Private Hire Operator      Yes       No

Please provide name of proprietor/operator and their licence number

Trade name of proprietor/operator:
Licence No:

Have you ever been cautioned by the Police or convicted by a Court of *any* criminal offence?

Yes  No

If the answer to the above question is YES, please give full details in respect of each caution/offence. In the case of cautions, please give details of the offence concerned, the relevant Police Force (and preferably the Police Station concerned) and the date(s) of the caution(s). In the case of criminal convictions, please give details of the actual offence, the Court concerned and the date of conviction.

**NOTE:** This includes *all* criminal offences, whether they be for driving or motoring, or for something totally unconnected with driving/motoring. It includes being cautioned by the Police and being given an Absolute or Conditional Discharge by a Court, being fined, being sent to prison, being ordered to carry out community service, being sent to a borstal or detention centre, being the subject of a Probation Order, being Bound Over, being the subject of a Care Order or being the subject of a Supervision Order.

**VERY IMPORTANT:** Please note that the Council is entitled to consider information about past convictions, spent or otherwise, under the terms of the Rehabilitation of Offenders Act 1974.

### DETAILS OF CONVICTIONS

Date	Offence	Court/Police Force

Are you a UK passport holder? Yes  No

If you have answered no to the above

Are you entitled to work in the United Kingdom? Yes  No

If you have answered yes to the above question, please provide documentary proof (see guidance)

Do you hold a second passport? Yes  No

If YES, please state issuing country \_\_\_\_\_

### The declaration below to be signed by the applicant

As part of your duties, is it likely that you will transport children and vulnerable adults on a regular basis without their guardians, chaperones or carers? Yes  No

Do you consent to the Council as Licensing Authority undertaking any checks (including an enhanced criminal records bureau disclosure application) necessary to determine whether or not you are a fit and proper person to hold a hackney carriage/private hire driver licence? Yes  No

I declare that the answers to the questions completed on this form are correct.

As part of my application I have provided the following:-

- My current ordinary Road Traffic Act driving licence bearing all (if any) current endorsements imposed.\*

\*After copying documents will be handed back to you.

#### Data Protection

St Edmundsbury Borough Council 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, see [www.stedmundsbury.gov.uk/dataprotection](http://www.stedmundsbury.gov.uk/dataprotection)

Signed:

Date:

Licensing Services, Environmental Health and Housing, Community Directorate,  
West Suffolk House, Western Way, Bury St Edmunds, Suffolk IP33 3YU