

**SOLIHULL METROPOLITAN BOROUGH COUNCIL**

Licensing Team, Central Depot Moat Lane,

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# Private Hire Operators Licence Application

Please ensure all parts of this form are completed or marked 'Not Applicable'.

The licence fee should be returned with the completed form. This fee (or a proportion of it) may be refunded should your application be refused.

Please ensure you have all that is required for your new/ renewal application, see below checklist:

- Previous Private Hire Operators Licence (Renewal only)**
- Fee**
- Public Liability Insurance**
- Standard DBS (non Private Hire Drivers only)**
- 2 References (new only)**
- Disability Awareness Course (new only)**
- List of Current Drivers and vehicles**
- Proof to work in the UK (UK Passport, UK Birth Certificate)**

## SECTION 1: DETAILS OF APPLICANT (if more than one applicant please attach separate sheet)

Forename(s):		Date of Birth:	
Surname:			
Home Address:			
Contact Details:	Mobile:		
	Home:		
	Email:		

## SECTION 2: COMPANY DETAILS

Trading Name:			
Company Registration Number (if applicable):		HMRC Tax Check Code:	
Licence Number:		Number of Drivers:	
Trading Address:			
Trading Tel. No:			
Trading Email address:			

## SECTION 3: PREVIOUS CONVICTIONS/HISTORY (continue on separate sheet if needed)

Have you and/or anyone who has an interest in the company itself ever been convicted

of any criminal offence? You must disclose these under Rehabilitation of Offenders Act, 1974 (Exceptions)(Amendment) Order 2002 (spent or otherwise).

Yes:		No:	
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If you have indicated 'yes', please give details below

Name of Person(s) Convicted	Offence	Court	Date	Penalty

Have you or anyone who has interest in the company ever been registered or declared bankrupt?

Yes:		No:	
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If you have indicated 'yes' please give details below including date

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**SECTION 4: PREVIOUS APPLICATIONS (continue on separate sheet if necessary)**

Have you or the Company itself made any previous applications to any Local Authority for a Private Hire Vehicle Operator's Licence?

Yes:		No:	
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Was the application(s) successful?

Yes:		No:	
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If you have indicated 'yes', please give details below

Licensing Authority	Name of Licence Holder	Date of Issue	Date of Expiry

Was the licence revoked or suspended at any time? Were you or any company official ever cautioned for breach of licensing legislation or conditions?

Yes:		No:	
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If you have indicated 'yes', please give details below

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Have you ever held a Private Hire or Hackney Carriage Driver's Licence with this Authority or any other Authority?

Yes:		No:	
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If you have indicated 'yes', please give details below

Local Authority	Date of Issue & Expiry	Licence Type	Badge No:

**SECTION 4: DECLARATION BY APPLICANT**

I declare that the information given above is true to the best of my knowledge and that I have not wilfully omitted any necessary material. I understand that if any wilful omissions or incorrect statements made, my application may be refused without further consideration or, if a licence has been issued, it may be liable to immediate suspension and subsequent revocation.

By signing this form you agree to the Council contacting other organisations and both disclosing and collecting information from them necessary to help determine your eligibility for a Private Hire Operator's Licence. The information supplied by you may be shared with other Departments within Solihull MBC or other external agencies and organisations for the purposes of preventing and detecting fraud.

**N.B. A false statement may render an applicant liable to prosecution under the Local Government (Miscellaneous Provisions) Act 1976.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Capacity in which signed (if applicable):



Data Protection

The information that you have provided on this form will be used by the Council to determine your eligibility for a Private Hire/Hackney Carriage Driver's Licence. The Council may also contact other Local Authorities and agencies in order to clarify **and share** information that you have provided and/or obtain additional information that will assist it in determining your eligibility for a Private Hire/Hackney Carriage Driver's Licence. If you would like further information on how the Council will use your information please contact 0121 704 6830.

Your information may also be shared with other council services and partner organisations to ensure our records are kept accurate and to help us to identify services or benefits you may be entitled to or interested in. We may also need to share your information for the prevention and detection of fraud and/or other crimes or as the law requires. For further information about how we use your information please refer to the Council's Privacy Statement on [www.solihull.gov.uk](http://www.solihull.gov.uk) or contact [licensing@solihull.gov.uk](mailto:licensing@solihull.gov.uk).