



SWINDON
BOROUGH COUNCIL

**Application for a
Hackney Carriage
Driver's Licence**

Service Delivery

Wat Tyler House
Beckhampton Street
Swindon SN1 2JH
Tel: (01793) 466212

Form HCD02

1. What type of application is this? FIRST GRANT / RENEWAL *(delete as necessary)*

2. If a current licence is held, state: Licence No. **HD** Expiry Date:

3. Surname Date of Birth

Title Mr / Mrs / Miss / Ms *(delete as necessary)*

Forenames

Home Address

Postcode

Telephone No.

4. Date of grant of FULL UK or EEC drivers licence

5. Have you held a FULL UK or EEC driver's licence for at least the past 36 months? YES / NO *(delete as necessary)*

6. Have you ever been refused a licence concerned with a taxi or hire car or had such a licence suspended or revoked? YES / NO *(delete as necessary)*

If yes, give full details including the Local Authority and date

7. Declaration of Convictions.

Hackney Carriage and Private Hire drivers are exempt from the provisions of the Rehabilitation of Offenders Act 1974. Therefore **ALL** offences for which you have been convicted by a Court **MUST** be declared. You must also declare any Police or Simple Cautions, Anti-Social Behaviour Orders and Fixed Penalty notices.

All the requested details must be declared for each offence. Any gaps or vagueness may result in delay to the application.

The coding system for driving licence endorsements may be used if you wish.

If you have no Convictions, Cautions, Anti Social Behaviour Orders or Fixed Penalty notices then write "NONE" and sign the box overleaf.

Date of conviction	Court	Offence(s)	Sentence or Order of Court
<p>I list above all the offences for which I have been convicted, plus Police or Simple Cautions, Anti-Social Behaviour Orders or Fixed Penalty notices.</p> <p>Usual signature _____</p>			

APPLICANTS ARE ADVISED THAT TO KNOWINGLY OR RECKLESSLY MAKE A FALSE STATEMENT OR OMIT ANY MATERIAL PARTICULAR FROM THIS APPLICATION OR ANY OTHER DOCUMENT SUBMITTED WITH IT IS A CRIMINAL OFFENCE.

I declare that to the best of my knowledge and belief the answers given above are true.

Usual signature of applicant _____ Date _____

Are you the owner of a Hackney Carriage? YES / NO (*delete as necessary*). **If the answer is 'NO' the declaration below MUST be completed by the proprietor of the licensed vehicle.**

Declaration of Hackney Carriage Proprietor

This declaration must be in the name of, and signed by, the properly licensed proprietor.

I hereby certify that the applicant named above will drive the vehicle properly licensed as a Hackney Carriage, of which I am the named proprietor, if the applicant obtains a licence.

-
1. Hackney Carriage Licence (and Plate) No. _____
-
2. Date Licence Expires _____
-
3. Name (as Licence) _____
-
4. Address (Residence) _____

Postcode _____

Signature of Proprietor _____ Date _____

THIS SECTION TO BE COMPLETED ONLY BY NEW APPLICANTS

Give details of **TWO** referees who have known you for at least two years, **who are not relatives and who are not connected with you in Hackney Carriage work either as licensed proprietors or operators.**

Surname	Title MR / MRS / MISS / MS <i>(delete as necessary)</i>
Forenames	
Address (Business or Residence)	
Postcode	

Surname	Title MR / MRS / MISS / MS <i>(delete as necessary)</i>
Forenames	
Address (Business or Residence)	
Postcode	

No licence can be granted until these references are received.

National Insurance Number:

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THIS SECTION TO BE COMPLETED BY ALL APPLICANTS

Receipt of Hackney Carriage Drivers Badge

I, the undersigned, acknowledge that the driver's badge which will be issued to me with my licence is the property of Swindon Borough Council, is held on loan by me and is to be returned to the Council on demand. I undertake to return this within seven days after expiration, suspension, revocation or refusal to renew the licence whether or not any demand is made by the Council.

Signed _____

Badge No. _____

Date _____

Received by	_____
Processed by	_____
Approved by	_____

NOTICE



The information supplied will be used to administer the Hackney Carriage and Private Hire licensing system. This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided as part of this application 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 the Council's website (www.swindon.gov.uk/nfi) or contact the council's Internal Audit section at Swindon Borough Council, Civic Offices, Euclid street, Swindon SN1 2JH.

Under the Data Protection Act you can see your own personal information. If you would like to know more about this, please ask for our leaflet 'Access to your personal information'. Or contact the Data Protection Officer at Swindon Borough Council, Civic Offices, Euclid street, Swindon SN1 2JH.