



**Application for a  
Private Hire  
Operator's Licence**

**Environment,  
Regeneration and  
Community**

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

**PO**

**Form PO2**

I hereby make application for a licence to operate Private Hire vehicles for a one year period subject to the provisions of Section 55 of the Local Government (Miscellaneous Provisions) Act 1976, any modification or re-enactment thereof, and conditions attached to the grant of a licence by the Council.

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

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

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**1(a) Applicant (if individual)**

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

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Forenames

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Address (Residence)

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Postcode

---

Telephone No.

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**(b) Please state full names and residential addresses of other persons wishing to apply jointly for a licence**

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

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Forenames

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Address (Residence)

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Postcode

---

Telephone No.

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

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Forenames

---

Address (Residence)

---

Postcode

---

Telephone No.

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

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Forenames

---

Address (Residence)

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Postcode

---

Telephone No.

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

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Forenames

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Address (Residence)

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Postcode

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Telephone No.

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**2(a) Applicant (if Registered Company)**

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Name of Company

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Address (Registered Office)

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Postcode

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Telephone No.

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Position of Signatory

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Surname

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

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Forename(s)

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**(b) Please state below names and residential addresses of Directors (residing locally who could be contacted if necessary) and Secretary of the Company**

**DIRECTORS**

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Surname

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

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Forenames

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Address (Residence)

---

Postcode

---

Telephone No.

---

Surname

---

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

---

Forenames

---

Address (Residence)

---

Postcode

---

Telephone No.

---

Surname

---

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

---

Forenames

---

Address (Residence)

---

Postcode

---

Telephone No.

---

Surname

---

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

---

Forenames

---

Address (Residence)

---

Postcode

---

Telephone No.

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**SECRETARY**

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Surname

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

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Forenames

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Address (Residence)

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Postcode

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Telephone No.

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**3. Name or Names under which you will be trading as a Private Hire Operator**

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**4. Address within the area of the Council where you intend to carry on business in connection with Private Hire**

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\_\_\_\_\_ Telephone Number \_\_\_\_\_

**5. Maximum number of vehicles you intend to operate**

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**6. State trade or business activities in which you have been concerned (either as a sole trader, a partner or, in the case of a company, as a Director or Secretary) before present application**

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**7 (a) Have you, your Partner/Company/Director/Secretary applied for an operators licence previously?**  
YES /NO (*delete as necessary*)

**(b) If the answer to the above is 'YES'**

(i) By whom was the application made \_\_\_\_\_

(ii) To which Authority/ \_\_\_\_\_

(iii) Was the licence granted? YES / NO (*delete as necessary*)

**8 (a) Has any operators licence held by you, your Partner/Company/Secretary ever been revoked or suspended?** YES /NO (*delete as necessary*)

**(b) If the answer to the above is 'YES'**

(i) By whom held \_\_\_\_\_

(ii) by which Authority/ \_\_\_\_\_

**9 (a) Have you, your Partner/Company/Secretary ever been convicted of any offence?**  
YES /NO (*delete as necessary*)

**(b) If the answer to the above is 'YES' please give details of all convictions including place and date**

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**Notes**

You are particularly reminded that this application may be subject to the planning policy approved by the Council.

**NEW APPLICANTS ONLY**

Please give names and addresses of two referees, who have known you for at least two years and who are not relatives.

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**Surname** \_\_\_\_\_ **Title** MR / MRS / MISS / MS (*delete as necessary*) \_\_\_\_\_

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**Forenames** \_\_\_\_\_

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**Address** \_\_\_\_\_

  

**Occupation** \_\_\_\_\_

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**Surname** \_\_\_\_\_ **Title** MR / MRS / MISS / MS (*delete as necessary*) \_\_\_\_\_

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**Forenames** \_\_\_\_\_

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**Address** \_\_\_\_\_

  

**Occupation** \_\_\_\_\_

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I acknowledge receipt of the Council's Standard Conditions which will be included in addition to any other conditions attached to the grant of an operator's licence.

I enclose the sum of £ \_\_\_\_\_ being the fee payable in respect of this application.

I HEREBY CERTIFY that to the best of my knowledge and belief the information I have given is correct and I have given it knowing that I shall be liable to prosecution if I have knowingly or recklessly made a false statement or omitted any material particular and accept that the Council reserve the right to clarify any of my answers or require further information in accordance with the provisions of the Local Government (Miscellaneous Provisions) Act 1976 and any modification or re-enactment thereof.

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

**NOTE: Section 57 (3) of the 1976 Act provides that:**

*"If any person knowingly or recklessly makes a false statement or omits any material particular in giving information under this section he shall be guilty of an offence"*

**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](http://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.

**FOR OFFICE USE ONLY**

Received by \_\_\_\_\_ Processed by \_\_\_\_\_ Approved by \_\_\_\_\_