

**EAST AYRSHIRE COUNCIL
CIVIC GOVERNMENT (SCOTLAND) ACT 1982**

**Application for the Grant/Renewal of a Taxi Operator's Licence or a
Private Hire Car Operator's Licence**

Please complete form in block capitals and start at either Q1 <u>or</u> Q2				
1(a)	<p>To be completed if a natural person Full name of applicant</p> <p>Maiden name</p> <p>National Insurance No</p> <p>Please state your Nationality</p> <p>Do you have the right to work legally in the UK? Please note that you may be asked to provide your Home Office documents and/or Passport</p>	First Name(s)	Surname	
(b)	<p>Home address, including postcode</p> <p>Contact Telephone Number Home/Business/Mobile</p> <p>Email address</p>			
(c)	Age, Date of Birth and Place of Birth	Age	DOB	Place of Birth
(d)	<p>If you do not propose to operate the vehicle yourself, please state full name, address, date of birth and place of birth of any person or persons who will manage the operation of the vehicle.</p> <p>Go to Q3</p>			
2(a)	<p>To be completed if not a natural person Full Name of Company or Partnership</p>			

(b)	Address of Registered or Principal Office	
(c)	<p>Full name, address, date of birth and place of birth of all Directors, Company Secretary, Partners or other persons responsible for its management (continue on a separate sheet if necessary)</p> <p>Also give contact Telephone No of Principal Director – Home/Business/Mobile</p>	
(d)	Full name, address, date of birth and place of birth of any employee or agent who is to carry on the day-to-day management of the activity in relation to which the application is made.	
3	<p>(a) Type of Licence applied for</p> <p>(b) Grant or Renewal</p> <p>(c) If Renewal, state Licence No</p>	<p>(a)</p> <p>(b)</p> <p>(c)</p>
4	Registration number and date of first registration of vehicle.	<p>Registration No Date of Registration</p>
5	<p>Description of vehicle</p> <p>(a) Make and Model</p> <p>(b) Engine Size</p> <p>(c) Colour</p> <p>(d) Number of Doors</p> <p>(e) Number of Passengers</p> <p>(f) Meter</p>	<p>(a)</p> <p>(b)</p> <p>(c)</p> <p>(d)</p> <p>(e)</p> <p>(f) Yes/No</p>
6	Is the vehicle wheelchair accessible?	Yes/No
7	Is applicant/licence holder in agreement to the wheelchair accessible vehicle being included on the published list of WAVs? Please confirm the bookings number to also be included on the list	Yes/No/N/A

8	Has the vehicle been previously licensed as a Taxi or Private Hire Car? If so, give date and type of last licence	Yes/No
9	Address of premises where vehicle is to be kept.	
10	During what hours and on what days will the vehicle be available for hire?	
11	Area in which you will operate (a) North (Wards 1-6) or (b) South (Wards 7-9)	(a) (b)

SCHEDULE OF DETAILS OF CONVICTIONS

12 Give details of all convictions for which a Court has imposed a sentence on you. Failure to disclose convictions may lead to a refusal to grant a Licence. Also include details of any **fixed penalties** imposed. Continue on a separate sheet if necessary.

If the applicant is a limited company or partnership, details of convictions of all parties specified in the application form are required.

If you have not been convicted by a Court or received any fixed penalties write "**NONE**".

If you are in doubt about your answer, consult your Solicitor for advice.

Note: As of 14th February 2013 the Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions)(Scotland) Order 2013 requires that applicants for **Taxi and Private Hire Car and Driver Licences** must declare all previous convictions both **spent** and **unspent**.

DATE OF OFFENCE	DATE OF CONVICTION	NAME & PLACE OF COURT	NATURE OF OFFENCE	PENALTY/SENTENCE IMPOSED

13		
(a)	Have you or any person named on this form previously held or currently hold a Taxi or Private Hire Car Operator's licence?	YES/NO
	If yes, when was the licence granted?	
	When does/did it expire?	
	Which authority granted the licence?	
(b)	Have you or any person named on this form ever applied for and been refused a Taxi or Private Hire Car Operator's Licence?	YES/NO
	If yes, which authority refused the licence?	
	When was it refused?	

I declare that the particulars given by me on this form are correct to the best of my knowledge and belief. I enclose £ in payment of the appropriate application fee.

(Signature of applicant or agent)

(Agents address)
.....
.....

(Position of applicant in Company/Partnership if not otherwise stated)

.....

Date

National Fraud Initiative - East Ayrshire Council is under a duty to protect the public funds it administers, and to this end may use the information you provide on this form for the prevention and detection of fraud. It may also share this data with other bodies including government organisations for these purposes. Further information can be obtained from the council's website.

NB. Any person who in connection with the making of this application makes any statement which he/she knows to be false, or recklessly makes any statement which is false in a material particular, shall be guilty of an offence and liable, on summary conviction, to a fine not exceeding level 4 on the standard scale.

Please note that the application fee is non-refundable once the application is processed.