

# HACKNEY CARRIAGE VEHICLE

Local Government (Miscellaneous Provisions) Act 1976  
Town Police Clauses Act 1847



**COTSWOLD**  
DISTRICT COUNCIL

## APPLICATION FOR HACKNEY CARRIAGE VEHICLE LICENCE

Please tick appropriate box

**NEW**  Vehicle must be less than 5 years old from date of first registration

**RENEWAL**  Vehicle must be less than 15 years old from date of first registration

(Wheelchair accessible vehicles are exempt from the Age Policy. Specialist vehicles e.g. purpose built hackney carriage, Rolls Royce, stretched limousines etc. may also be exempt from the age policy at the discretion of the Licensing Officers)

APPLICANT DETAILS			
Full Name			
Home Address			
Home Tel No		Mobile Tel No	
Email Address			

VEHICLE DETAILS			
Make:	Model:	Colour:	
Reg No.:	Date of first reg:	Plate No:	
Engine Capacity (cc):	Seating capacity (excl. driver):		
Address where vehicle is normally kept when not in use as a Hackney Carriage Vehicle			
Name of Taxi Company you will be working for			
Has there been any alteration to the lettering on the body, or signage (whether fixed or not)?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
If YES, please give details			
To your knowledge has the vehicle ever been involved in any accidents or collisions?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
If YES, please give full details with dates and details of any repair works carried out.			
Is the vehicle wheelchair accessible?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
<i>Please refer to Sections 5.3 and 5.4 of the Council's Hackney Carriage and Private Hire Policy 2018 for the criteria for Wheelchair Accessible Vehicles</i>			

To your knowledge has the vehicle been the subject of a successful prosecution for an offence involving a mechanical, electrical or other defect of any nature? YES  NO   
 If YES please give details below

Name	Date of Conviction	Court	Sentence

INSURANCE	
Name and address of Company insuring vehicle	
Insurance Policy Number	
Is the vehicle insured for “full passenger liability” in its use as a Hackney Carriage Vehicle?	YES <input type="checkbox"/> NO <input type="checkbox"/>

INTENDED USE	
<b>Please refer to the Intended Use Policy (Annex 4 of the Hackney Carriage and Private Hire Policy) prior to answering the following questions.</b>	
The Cotswold District Council expects that the hackney carriage vehicle if licensed will be exclusively or predominantly to ply for hire or take advance bookings within the Cotswold District Council’s area (that is determined as 80% of the time; the journey may finish outside of Cotswold District)	
Details of where you intend to work	
If you intend to use your vehicle outside the Cotswold District please indicate the area you will primarily work and the approximate amount of time spent working there:	

DECLARATION
<b>CAUTION : YOU ARE WARNED THAT MAKING AN UNTRUE STATEMENT FOR THE PURPOSES OF OBTAINING A HACKNEY CARRIAGE VEHICLE LICENCE IS AN OFFENCE.</b>
<p>I, the undersigned hereby apply for a Hackney Carriage Vehicle Licence in respect of the vehicle described above, and if the same is granted, I undertake to comply with the Acts, Byelaws, Regulations and Conditions relating thereto and for the time being in force.</p> <p>I further agree that if I, or my employees, infringe or neglect to comply with any of the conditions, Acts or Byelaws subject to which the Licence is issued or held, the same shall be liable to be revoked by the Council. I declare that my answers to all the questions on this form and all the particulars entered on the form are true and that I have not withheld any relevant information. I also agree to be bound by the Council’s Policy, legislation, guidance and bylaws</p> <p>I intend that the hackney carriage vehicle if licensed will be to ply for hire or take advance bookings within the area of the Cotswold District Council and that the hackney carriage vehicle will not be used either entirely or predominantly for private hire remotely within another Licensing Authorities area.</p> <p>I agree that I have read and understood the Council’s Hackney Carriage and Private Hire Policy <input type="checkbox"/> (please tick box)</p>

Signed:

Dated:

## NOTES

**This application will not be considered unless accompanied by the following:-**

- the fee
- valid insurance document
- valid MOT certificate (*unless the vehicle is less than 1 year old from date of registration*)
- V5 document (*new application only*)
- Hackney Carriage Meter Certificate (*new application only*)
- LOLER and weight test certificate (*Wheelchair accessible vehicle only – new application only*)

**I understand that I will not be permitted to use this vehicle for hire or reward until such time as I have been granted a hackney carriage vehicle licence. If I am found to be using an unlicensed vehicle prior to receipt of my licence I understand that I will be committing an offence and if found guilty of this will be liable to prosecution.**

**Your completed application form, fee and supporting documentation should be returned to:**

Environmental and Regulatory Services  
Cotswold District Council  
Trinity Road  
Cirencester  
Gloucestershire  
GL7 1PX

The information on this form is required in order to process your application and will be kept in confidential files registered under the Data Protection Act subject to disclosure necessitated by:-

- any legal requirement;
- other bodies responsible for auditing or administering public funds in order to prevent and detect fraud under Section 6 of the Audit Commission Act 1998
- the requirements of the Local Government (Miscellaneous Provisions) Act 1976 in relation to Public Registers;
- any obligation by Court Order to disclose the information to third parties.

For further information please visit our website [www.cotswold.gov.uk](http://www.cotswold.gov.uk)