



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

For office use only		
	Sent	Received
Community Council		
Police Check		
Traffic Police		
CEHO (New Apps Only)		
Local Member		
Planning		
Highways & Transportation		

RENEWAL/PHO No

NEW APPLICATION

Please tick

1. PERSONAL DETAILS

Name:	
Address:	
Date of Birth:	Telephone Number:
Period at present address:	
Previous Address(es) (if any) in last 3 years:	
If a Firm, Business Name, Registration No. If a Company; Registered Office	

2. Every address at which you intend to carry on business as an Operator. (All premises will be inspected by an authorised officer and facilities should be provided for this purpose). Please note that under the “Freedom of Information Act” the Council may be obliged to disclose the name and business address of all licenced Private Hire Operators to third parties.

.....

.....

.....

.....

3. If the applicant is in partnership or is a company, the full names and addresses of all partners or directors and secretary.

.....

.....

.....

4. Do you hold: Licence No.
- | | | |
|--|--------|-------|
| a) A current Hackney Carriage Vehicle Licence? | Yes/No | _____ |
| b) A current Private Hire Vehicle Licence? | Yes/No | _____ |
| c) A Hackney Carriage Driver's Licence? | Yes/No | _____ |
| d) A Private Hire Vehicle Driver's Licence? | Yes/No | _____ |
| e) A current Operator's Licence from any other Authority | Yes/No | _____ |
5. a) Has any person or company named in 1 and 3 above ever applied for an Operator's Licence before?
- b) If Yes, when and where did you apply? _____

6. a) Has any person or company named in 1 and 3 above ever been refused a Licence concerned with Hackney Carriage or Private Hire or had any such Licence suspended or revoked?
- b) If Yes, please give details including this Authority and date.

7. What trade, business or profession has each person or company named in 1 and 3 above carried on for the previous 5 years immediately prior to applying for this Licence? Include names of firms and addresses.

8. a) Do you have or intend to have radiophones fitted in the vehicle(s) you operate? _____
- b) If yes, address where radio facilities will be provided:

9. Do you have or intend to have a waiting room at the premises mentioned in 2 above for members of the public?

10. How many telephone lines do you have at each of the premises in 2 above which are available for public bookings? Please state telephone numbers.

11. How many private hire vehicles do you intend to operate from the premises in 2 above? (State minimum and maximum estimate)

12. a) Do all the premises mentioned in 2 above have planning permission for use as a private hire business? **If the premises do not have Planning Permission you will need to make a separate application to the Planning Department.** (Proof of planning or permission will be required before your licence is granted and conditions of the planning authority may be attached to the licence).

b) If no. which premises do not have such permission?

13. The question below relates to offences of any nature and not only those connected with motoring. (N.B. Convictions for which the rehabilitation period applicable under the Rehabilitation of Offenders Act, 1974 has expired, will be disregarded in determining your fitness to hold a licence – such convictions need not be declared).

a) Have you been convicted of any Criminal Offence or had an official Police Caution? All offences other than those which are ‘spent’ under the Rehabilitation of Offenders Act, 1974 as amended must be declared.

b) If yes, give particulars of all the occasions within the last ten years on which you have been convicted and either sentenced to imprisonment or fined or placed on probation, or conditionally discharged. If necessary continue on a separate sheet of paper.

Date	Offence	Description and Place of Court	Sentence or Order of the Court

14. If any person named in 1 or 3 above is or has been a director or secretary of any other company, the following details must be provided about each of these companies.

a) Trade or business activities carried on by each company.

b) Previous applications made by each company for an Operator’s Licence.

c) Any revocation or suspension of any Operator’s Licence previously held by a company.

d) All convictions against any company. (Continue on a separate sheet if necessary).

15. a) Has any person named in 1 or 3 above ever been bankrupt?

b) If yes, give details

16. Countersignature

I/we declare that I/we have re-read the particulars given above and that to the best of my/our knowledge and belief these particulars are true. If a Licence is granted I/we undertake to comply with conditions attached on the grant of the Licence.

1. Signature of Applicant(s)

Date:

If you knowingly or recklessly make a false statement or omit any material information from this application you may be committing a criminal offence punishable on conviction by a fine of up to £400.

All cheques should be made payable to Wrexham County Borough Council.

This form should be completed and returned in person to the Licensing Section, Environment Department Transport Depot, Abbey Road, Wrexham Industrial Estate.

ACCEPTABLE COUNTERSIGNATURES

- Accountant
- Articled Clerk of a Limited Company
- Assurance Agent of Recognised Company
- Bank/Building Society Official
- Barrister
- Chairman/Director of Limited Company
- Chemist
- Chiropodist
- Christian Science Practitioner
- Commissioner of Oaths
- Councillor: Local or County
- Civil Servant (permanent)
- Dentist
- Fire Service Official
- Funeral Director
- Justice of the Peace
- Legal Secretary (members and fellows of the Institute of legal secretaries)
- Local Government Officer
- Member of Parliament
- Merchant Navy Officer
- Minister of a recognised religion
- Nurse (SRN and SEN)
- Officer of the armed services (Active or Retired)
- Optician
- Person with Honours (eg OBE MBE etc)
- Person with recognised qualification (eg BSc, PhD etc)
- Police Officer
- Post Office Official
- Salvation Army Officer
- Social Worker
- Solicitor
- Surveyor (Chartered)
- Teacher, Lecturer
- Travel Agency (Qualified)
- Valuers and auctioneers (fellow and associate members of the incorporated society)
- Warrant officers and Chief Petty Officers

The above, working or retired, are acceptable as countersignatories.

Relatives or partners are not acceptable countersignatories.