

<b>VMU booking date:</b>
<b>VMU Time:</b>
<b>Entered on Lalpac:</b>
<b>Calibration cert rec:</b>
<b>Other comments:</b>

**APPLICATION FOR A PRIVATE HIRE VEHICLE LICENCE**  
**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976**

<b>Grant?</b>	
<b>Renewal?</b>	
<b>Replacement?</b>	

**Please tick the appropriate box**

I/We the undersigned being the proprietor(s) of a motor vehicle HEREBY REQUEST YOU to grant/renew/replace a licence for such vehicle to be used as a private hire vehicle.

I/We hereby state that the following particulars in respect of my/our application are to the best of my/our knowledge and belief correct.

**BLOCK LETTERS PLEASE**

1. Name of licence holder.....  
 Home Address ..... Telephone No .....  
 ..... Mobile No:.....  
 ..... Email.....
- 1 (a) Name of licence holder..... Telephone No.....  
 Home address ..... Mobile No:.....  
 ..... Email:.....
- 1 (b) Name of licence holder..... Telephone No.....  
 Home address ..... Mobile No:.....  
 ..... Email:.....
2. Please give the name and address of every person who is concerned either solely or in Partnership with any other person in the keeping, employing or letting or hire of the vehicle.  
 Name ..... Address .....  
 .....  
 Name ..... Address .....

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of crime. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

I/We enclose the items requested overleaf (note 4) in respect of this application:-

Date ..... Signature(s) 1.....  
 1(a).....  
 1(b).....

Continued overleaf.....

## **NOTES-**

1. It is an offence, punishable on summary conviction by a fine not exceeding £1000, knowingly or recklessly to make a false statement or omit any material particular in the completion of this form. The making of such false statements or omission may also result in the immediate suspension or revocation of the licence.
2. The vehicle cannot be licensed by any other authority whilst licensed by the City of Lancaster.
3. This form must be completed and returned to the Licensing Section, Legal and Human Resources, Town Hall, Lancaster.
4. The form must be accompanied by the following:-
  - (a) **The fee (see payment form A)**
  - (b) **The vehicle registration certificate/the bill of sale.**
  - (c) **Certificate of Insurance covering third party liability in respect of physical injury or death and in respect of damage to personal belongings.**
  - (d) **The current Certificate of Compliance (if applicable)**
  - (e) **Calibration certificate. See attached form (for Grants and Replacements only where a meter has been fitted)**

<b>SCHEDULE PARTICULARS TO BE COMPLETED BY THE APPLICANT</b>			
Vehicle plate no:		Has your vehicle been modified?	
Date of first registration		Insurance Policy No	
Registration No:		Insurance Company	
Make & Type		Type of cover	
		Date of insurance	
Engine c.c		Expiry date of insurance	
Engine Number:		Chassis No:	
Colour		Certificate of Compliance No:	
Seating capacity (excluding driver)		Certificate of Compliance expiry date:	
Make of meter		Radio fitted	
Name of Operator		Address of Operator	

### **OFFICE USE ONLY**

<b>Details</b>	<b>Officers' signature</b>	<b>Date</b>
Insurance details checked by		
Certificate of Compliance checked by		
Registration document checked by Serial no (top Left)		