

Application for a Hackney Carriage, Private Hire or Pedi-cab Vehicle Licence

•	Otandara applicant prome section			
1.1	Full Name			
1.2	Full Postal Address			
1.3	Main contact telephone number			
1.4	Other telephone number			
1.5	Email address			
	Apply to North Norfolk District C Part II of the Local Government (M to use the motor Please complete all the questions or If you have nothing to record,	iscellaneous or vehicle det on the form in B	Provisions) A called below.	Act 1976, a Licence
2	Type of Application			
2.1	Type of application	N	ew 🗌	Renewal
2.2	Existing licence plate number (renewal only)			
2.3	Expiry date on plate (renewal only)			
2.4	Type of Vehicle Plate (tick only one)	Private Hire	☐ Hackney C	arriage
			ey Carriage Plate	allows vehicle to be used for both ge and Private Hire
			· · · · · · · · · · · · · · · · · · ·	,
3	Details of Vehicle			
3.1	Registration Number/Pedi-cab Frame Number			
3.2	Make			
3.3	Model			
3.4	Date of Registration			
3.5	Engine Capacity (n/a if Pedi-cab)			
3.6	Engine Type (n/a if Pedi-cab)			
3.7	Colour			
3.8	Mileage Reading (n/a if Pedi-cab)			
3.9	Number of Seats (exclusive of driver)			-
3.10	Wheelchair Accessible (i.e. to carry a passenger whilst remaining in	Y	′es 🗌	No 🗌

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his/her wheelchair)

4	Ownership of Vehicle		
4.1	Full name of every Owner or part-owner of vehicle (use continuation sheet if necessary)		
4.2	Full Address		
4.3	Full name of Registered Owner and/or Keeper (state both if different)		
4.4	Full Address		
4.5	Full name of every person to whom the vehicle is let or rented (use continuation sheet if necessary)		
4.6	Full Address		
4.7	Address where the vehicle is normally kept when not in use for hire or reward		
5	RENEWAL ONLY		
5.1	Have there been any material changes made to the vehicle in the last licensing year?	Yes 🗌	No 🗌
5.2	If YES, please give full details		
6	Operator Details		
6.1	Full name of Operator		
6.2	Name of Company		
6.3	Operator Licence Number		
6.4	Operator Telephone Number		
6.5	Operator Email Address		
6.6	Operator Website Address		
6.7	Have any of the applicants ever held any type of Private Hire, Hackney Carriage or Pedi-cab Licence, which was suspended or revoked?	Yes 🗌	No 🗌
6.8	If Yes, please give details		
6.9	Have any of the applicants ever been refused any type of Private Hire, Hackney Carriage or Pedi-cab Licence?	Yes 🗌	No 🗌
6.10	If Yes, please give details		

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7	Vehicle signage requ	est			
7.1	apply for the vehicle to	that specified in section 6 of	Specify exact details written	to be sign	Position on vehicle
7.2	Name of operator/comp	pany			
	Operator/company pho	ne number (landline only)			
	Company logo (descrip	otion)			
	Other signage				
8	Special Vehicles - Pla duties as detailed bel	te Dispensation Request – ow) E	For Private Hire Vehicle ACH CASE WILL BE C		
8.1		se of the vehicle I wish to n from the requirement to at all times	Yes 🗌	I	No 🗌
8.2	If YES, please give reason(s) for request.		Tick ✓ reasons for disp	:	
	Dispensation only valid journeys :	for following reasons and	Weddings/Funerals Co	ntracts	
	,	red for any other hire and	Discreet Chauffeur Driv	ven Contracts	
	I				
9	Standard declaration	and signature section			
9.1	addresses of every Pr	f the vehicle to which this a oprietor or part Proprietor of her person in the keeping, em	the vehicle or every pe	rson concerned,	
9.2	Full Name		Full Name		
	Address		Address		
	Nature of Association		Nature of Association		
9.3	I declare that the motor vehicle detailed in this application is owned by the applicant(s) and that to the best of my knowledge and belief; the above particulars are true in every respect. I have read the Licence Conditions and undertake in case of the Licence being granted, to observe and perform such Conditions. This Authority is under 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 fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.				
	Signature	ie for additing of administering	g public turius for triese p	urposes.	
9.4	Print Name				
9.5	Date				
9.6		OR ANY PERSON TO KNOW T ANY PARTICULAR MATER			
	YOUR ATTENTION IS	S DRAWN TO SECTION 40 T IENT (MISCELLANEOUS PR	OWN POLICE CLAUSE	S ACT 1847 AND	D SECTION 48(3)

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10	Supporting Documentation Checklist			
	This form should be completed and returned to Licensing Section, North Norfolk District Council, Holt Road, Cromer, Norfolk NR27 9EN. Please ensure the following documents/information is enclosed with application. Non compliance will result in application being returned as invalid.			
10.1	Vehicle Registration Document/Proof of Ownership for Pedi-cab (Original) for new licence			
10.2	Insurance Document (Original)			
	(valid at time licence to commence covering appropriate vehicle use e.g public hire and or private hire)			
10.3	M.O.T Details (valid at time licence to commence) (n/a for Pedi-cab)			
	MOT Test Number (from VT20 Test Certificate)			
	Document Reference Number (from V5C registration certificate)			
10.4	Vehicle Inspection Report(s) (If re-test required, submit initial test and any subsequent re-test reports)			
	Date of initial test Date of retest			
10.5	Appropriate Fee	Basic Fee (includes first Vehicle Inspection)	С	
	(refer to Taxi Licensing Fee sheet)	, , , , , , , , , , , , , , , , , , ,		
		Vehicle Inspection Retest/Meter Fee		
		(if applicable)		
		Other Fees or charges		
10.6	How would you prefer to receive the new plates and licence? Please tick one.	Collect in person		
11	Preferred Payment Methods			
11 11.1	Debit/Credit Card (via website/telephone/in	Payment codes: HC New: 1171 8252 604024		
	•	Payment codes: HC New: 1171 8252 604024 HC Renewal: 1171 8252 604025		
	Debit/Credit Card (via website/telephone/in			
	Debit/Credit Card (via website/telephone/in	HC Renewal: 1171 8252 604025		
	Debit/Credit Card (via website/telephone/in	HC Renewal: 1171 8252 604025 PH New: 1171 8252 604042		
	Debit/Credit Card (via website/telephone/in	HC Renewal: 1171 8252 604025 PH New: 1171 8252 604042 PH Renewal: 1171 8252 604043		
	Debit/Credit Card (via website/telephone/in	HC Renewal: 1171 8252 604025 PH New: 1171 8252 604042 PH Renewal: 1171 8252 604043 Receipt number:		
	Debit/Credit Card (via website/telephone/in	HC Renewal: 1171 8252 604025 PH New: 1171 8252 604042 PH Renewal: 1171 8252 604043 Receipt number: Date of Payment:		
11.1	Debit/Credit Card (via website/telephone/in council offices) Cheque/postal order (via postal service/in council	HC Renewal: 1171 8252 604025 PH New: 1171 8252 604042 PH Renewal: 1171 8252 604043 Receipt number: Date of Payment: (provided by Customer Services Advisor at time of payment)		
11.1	Debit/Credit Card (via website/telephone/in council offices) Cheque/postal order (via postal service/in council	HC Renewal: 1171 8252 604025 PH New: 1171 8252 604042 PH Renewal: 1171 8252 604043 Receipt number: Date of Payment: (provided by Customer Services Advisor at time of payment)		
11.1	Debit/Credit Card (via website/telephone/in council offices) Cheque/postal order (via postal service/in council offices) Service Statement RENEWAL APPLICATION: We will process any agacceptable application. Therefore, all applications a	HC Renewal: 1171 8252 604025 PH New: 1171 8252 604042 PH Renewal: 1171 8252 604043 Receipt number: Date of Payment: (provided by Customer Services Advisor at time of payment)	:	
11.1 11.2 12	Debit/Credit Card (via website/telephone/in council offices) Cheque/postal order (via postal service/in council offices) Service Statement RENEWAL APPLICATION: We will process any apacceptable application. Therefore, all applications a Licensing Authority at least 7 working days prior to renewed in time.	HC Renewal: 1171 8252 604025 PH New: 1171 8252 604042 PH Renewal: 1171 8252 604043 Receipt number: Date of Payment: (provided by Customer Services Advisor at time of payment) Payable to NNDC polications within 7 working days on receipt of a valid and supporting documentation must be received by the	ence is	

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Section 40

Persons applying for licence to sign a requisition for the same. Before any such licence is granted a requisition for the same, in such form as the commissioners from time to time provide for that purpose, shall be made and signed by the proprietor or one of the proprietors of the hackney carriage in respect of which such licence is applied for; and in every such requisition shall be truly stated the name and surname and place of abode of the person applying for such licence, and of every proprietor or part proprietor of such carriage, or person concerned, either solely or in partnership with any other person, in the keeping, employing, or letting to hire of such carriage; and any person who, on applying for such licence, states in such requisition the name of any person who is not a proprietor or part proprietor of such carriage, or who is not concerned as aforesaid in the keeping, employing, or letting to hire of such carriage, and also any person who wilfully omits to specify truly in such requisition as aforesaid the name of the person who is a proprietor or part proprietor of such carriage, or who is concerned as aforesaid in the keeping, employing, or letting to hire of such carriage, shall be liable to a penalty not exceeding level 1 on the standard scale.

Section 48(3)

In every vehicle licence granted under this section there shall be specified—

- (a) the name and address of-
 - (i) the applicant; and
- (ii) every other person who is a proprietor of the private hire vehicle in respect of which the licence is granted, or who is concerned, either solely or in partnership with any other person, in the keeping, employing or letting on hire of the private hire vehicle:
- (b) the number of the licence which shall correspond with the number to be painted or marked on the plate or disc to be exhibited on the private hire vehicle in accordance with subsection (6) of this section;
- (c) the conditions attached to the grant of the licence; and
- (d) such other particulars as the district council consider reasonably necessary.

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