

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976

## OPERATOR

**Application for a Private Hire Operator’s Licence**

Before submitting an application you should read ‘Stroud District Council - Taxi and Private Hire Document’ available on our website [www.stroud.gov.uk](http://www.stroud.gov.uk). This document includes Stroud District Council’s Criminal Convictions Policy.

If there is more than one individual applicant please contact the Licensing Section so that a separate form can be completed and signed by each applicant.

**1. Applicant Details**

Surname: ......………………….......Forenames: …………….………………………………….…..……

.Address: ……………………………………………………………………..………………………………

………………………………………………………………………….Postcode: …………………………

Contact Details:

Home phone: ………………………… Mobile ……………………………………. . .

Business Phone…..…………….….. Email………………………………………..…

Date of Birth: …………………… Place of Birth: …………………

**2. Partners/Joint Owners of Private Hire Operation**

Are you the sole Proprietor of the business? Yes No

If **no,** state the full name and addresses of persons involved in the business as partners/directors/company secretary

1. Surname…………………………..………… Forenames::……………………………………….…

Address: ……………………………………………………………………………………..…………

Postcode: …………………………………... Contact Telephone Number: …….…….………..

Position in the Business ……………………………………………………………………………

1. Name:…………………………………………………………………………………………………...

Forenames: ……………………………………………………………………………….…….….….

Address: ………………………………………………………………………………………………..

Postcode: ……………………………………. Contact Telephone Number: ….……………..….

Position in the Business ………………………………………………………………………………

**3. Details of Proposed Operating Address**

Name of Private Hire Business: …………..……………………………………………………………..…

Please note that in accordance with Stroud District Council policy your operating address must be within Stroud District

Operating Address …………………….…………………………………………………………….………

…………………………………………………………………… Post Code:………………..…………….…

Business Telephone number: ……………………………………………………………………….……..…

Email Address: ……………………………………….. Website: ………………………………………….

Give detail of the vehicles/drivers that you propose to operate?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Plate No | Registration No. | Make | Model | Named Driver | Badge No. |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Do you intend to have a waiting room at your operating address? Yes No

**4. Convictions and Cautions**

Have you ever been convicted or cautioned for a civil or criminal offence including motoring?

Yes No

If **Yes**, give details below:

(please use additional paper if required)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Give details of all unspent civil and criminal convictions and cautions | | | | |
| Date of Offence | Date of Conviction/Caution | Details of Offence | Court | Penalty and/or Fine |
|  |  |  |  |  |

**Notes**

* If the application is made on behalf of a company, please indicate if there are any convictions or cautions against the company or any of the directors.

**5. Details of previous Licences held**

Have you ever had a Private Hire Operator’s Licence refused/revoked? Yes No

If **Yes**, please give full details of Licence, dates and authority who issued and revoked, or refused the licence.

………………………………………………………………………………………………………

Do you currently, or have previously, held a Private Hire Operators licence issued by another Licensing Authority? Yes No

If **Yes** , please give details and name of Licensing Authority

……………………………………………………………………………………………………………..…

**6. Term of Licence**

You have the option to apply for a 1 year or a 5 year licence. Please tick the relevant box

I request a licence for 1 year I request a licence for 5 years

**7. Correspondence Address**

If your home and operating addresses are different, please indicate which address should be used for correspondence

………………………………………………………………………………………………………..………

**8. Privacy Policy**

The Licensing Service will store your personal data and share it with other agencies in accordance with Stroud District Council’s privacy policy Please see the Council’s website [www.stroud.gov.uk/privacynotice](http://www.stroud.gov.uk/privacynotice). Section 1 to 10 is the Council’s general privacy notice and section 15 gives details for the Licensing Service.

If a licence is granted your operator number, trading name and the dates of grant and expiry of your licence will be available on a register on our website

<https://www.stroud.gov.uk/licensingregisters>

**9. Declaration**

* I certify the statements made in this application are true to the best of my knowledge and belief.
* I am entitled to work within the United Kingdom and have the correct immigration status to apply for a licence. I understand that the licence will lapse if I cease to be entitled to work in the UK
* On grant of a licence I undertake to comply with the relevant Acts and Stroud District Council’s byelaws and taxi and private hire policy and conditions
* I confirm that I have read the tax conditionality guidance <https://www.gov.uk/guidance/complete-a-tax-check-for-a-taxi-private-hire-or-scrap-metal-licence> and understand that I must complete a tax check upon renewal of this licence.

NB - Making a false statement is an offence and may lead to revocation of the licence or the applicant liable to prosecution.

Signature of Applicant ……………………………….…………. Date ……………………….…..

**10. Application Requirement Checklist**

This application should be submitted with the following

1. Basic Criminal Disclosure \*
2. Documentation to prove that you have the right to work in the UK

\* A basic disclosure and proof of right to work in the UK is not required if the applicant is making a simultaneous Driver’s Licence Application and is providing a DBS criminal record disclosure

**Licensing Section Contact Details**

Licensing Section, Stroud District Council, Ebley Mill, Ebley Wharf, Stroud, GL5 4UB

**Tel** 01453 754440 **Email** [licensing@stroud.gov.uk](mailto:licensing@stroud.gov.uk) **Web** [www.stroud.gov.uk](http://www.stroud.gov.uk/)

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