

# HACKNEY CARRIAGE OR PRIVATE HIRE VEHICLE LICENCE APPLICATION

## APPLICANT DETAILS

Please complete / amend as appropriate

Title:		Home Telephone:	
Forename(s):		Mobile Telephone:	
Surname:		Business Telephone:	
Home Address:			
Email:			

## TYPE OF LICENCE APPLIED FOR

Please complete / tick as appropriate

I, being the above named applicant, hereby apply for grant / renewal of the following licence in respect of the following vehicle -

Type of licence sought:	Duration of licence sought:
<input type="checkbox"/> Hackney Carriage proprietors licence	<input type="checkbox"/> 1 year (12 months)
<input type="checkbox"/> Private Hire vehicle licence	

## VEHICLE DETAILS

Please complete / amend as appropriate

Vehicle Registration:		Make:	
Plate N <sup>o</sup> : <i>(on renewal only)</i>		Model:	
N <sup>o</sup> of Passenger Seats:		Colour:	
VIN Number:			
Wheelchair Accessible?	Yes / No	Hard plate exemption required?	Yes / No *
<i>*If 'YES' tell us why a hard plate exemption is required:</i>			

## DRIVERS & INTERESTED PARTIES

Please complete / amend as appropriate

Other persons with a financial interest in the vehicle <i>(inc. Name and address)</i>	
Other drivers named on insurance and authorised to drive the vehicle <i>(inc. Name / Badge N<sup>o</sup>)</i>	

## PRIVACY & DATA PROTECTION NOTICE

We may use any information you provide to us, some of which may be sensitive, to process and determine any application you make for the grant or renewal of a private hire operator's licence for the purpose of securing compliance with and enforcement of relevant UK and international laws.

As one of the Council's public tasks, undertaken in the public interest, it is necessary to use your personal information in this way to provide our services, carry out our functions and responsibilities in accordance with these laws and the Council's licensing policies and to keep our records up to date.

We may share the information you provide to us with other parts of the Council in order to carry out the Council's statutory functions. We may also share this information with outside bodies for the purposes of law enforcement or the sharing is in the public interest.

In particular, we may share information with those within the Council who can help to determine or advise upon applications and authorisations of this kind. This may include, but is not limited to, the Council's licensing officers, senior management, the Members and officers of the Council's Licensing, Audit & General Purposes Committee (or Sub-Committee), and the Council's legal advisers. We may also share your information with the Council's Benefits, Housing, Planning, Traffic Management, Legal and Democratic Services and Investigations teams. If you ask a Councillor for help we may share your information with them to assist them and you.

We may also, where required to or, permitted by law to do so, pass information about you to third parties. This may include, but is not limited to, other local authorities, government departments, the DVLA, DVSA, HMRC, the UK Border Agency and the police carrying out their tasks in the public interest. The Council is specifically required by law to pass information about licensed taxis and private hire vehicles (including some of the information you provide on this form) to a central government database which may be accessed by other local authorities for law enforcement purposes.

Where appropriate some of the information you provide may be made public as part of any public consultation and/or hearing requirements to determine your application or to ensure compliance with any licence issued and related licensing laws. Some of your information may be included in a public register containing details of the applications we receive and any authorisations we grant or refuse.

For full details of how we will handle any personal data we collect, please see our privacy policy at [www.rushmoor.gov.uk/privacypolicy](http://www.rushmoor.gov.uk/privacypolicy).

## DECLARATION

I declare that I have the vehicle owner's permission to licence this vehicle and that to the best of my knowledge and belief the information given above and any other information I have provided in connection with this application is true and accurate. I understand that it is a criminal offence to make, knowingly or recklessly a false statement or omit any information from this application. By signing this form, I consent and agree to the processing, sharing and use of the information I provide in connection with this application in accordance with the privacy notice above. I give my permission for the Council to retain a copy or record of any documents I provide to them in connection with this application on the basis that it will be held strictly in accordance with the provisions of the Data Protection Act 2018 and the Council's retention guidelines. If I am granted a licence I undertake to comply with the terms and conditions attached to the licence.

**Signed:**

**Name:**  
(in CAPITALS)

**Date:**

**NB: IT IS A CRIMINAL OFFENCE TO MAKE, KNOWINGLY OR RECKLESSLY, A FALSE STATEMENT OR OMIT ANY INFORMATION FROM THIS APPLICATION**