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TONBRIDGE AND MALLING BOROUGH COUNCIL APPLICATION FORM FOR TAXI LICENCES

PART 1 – General (Complete all known information)

Your details	Your answer
Mr/Mrs/Miss/Ms	
Surname	
Forename(s).	
Address	
Telephone number	
Mobile number	
Email address	

Private hire	Enter your name/number
Operator name/number	

Hackney carriage	Enter your company name
Company Name	

PART 2 – Application for Vehicle Licence (Complete all known information)

Vehicle Details	VEHICLE 1	VEHICLE 2	VEHICLE 3
Registration Number			
Make			
Model			
Colour			
Engine Size (C.C.)			
State Hackney or Private Hire			
Number of Passengers to Carry			
Date First Registered			
Is this vehicle taxed?			
Are Windows Tinted? (YES/NO)			
*Designated Wheelchair Accessible?			
**Voluntary Wheelchair Accessible?			
SQUARE PLATE or LONG PLATE			

Name and address of operator

***Designated Wheelchair Accessible Vehicles –**

A vehicle where a person can use a Hackney Carriage or Private Hire Vehicle without getting out a wheelchair (Ramp etc.)

**** Voluntary Wheelchair Accessible Vehicles –**

A vehicle that is accessible to passengers in wheelchairs, who are able to transfer from their wheelchair into a seat within the vehicle and the wheelchair can be folded down and placed in the vehicle.

Ensure the following are emailed with your application:

- Vehicle Insurance Certificate
- V5 Logbook/Green Slip/Proof of purchase

PART 3 – Application for Driver's (Complete all known information)

Driver details	Driver answers
National Insurance No:	
Age:	
Date of Birth:	
UK Driving Licence No:	
Date of Issue:	
What type of Licence do you require? Hackney Carriage/Dual/Private Hire	
Have you held a Hackney/Dual/Private Hire Licence before?	
If yes, please state the current status and the issuing council	
Name and address of the operator that you will work for: *Where applicable	

Ensure the following are emailed with your application:

- Driving Licence (both front & back)
- Document showing your National Insurance Number
- Passport
- Proof of Right to Work (if necessary)
- Proof of address (this must be less than 3 months old)

PART 4 – General Declaration

I / we declare that:

1. The Licence conditions relating to the licences, for which this application is being made, have been read as well as Guidance Notes.
2. All answers given on this form are true.
3. I/we authorise the Council to make enquiries of any person's etc named on this form.
4. If an application is being made for a Hackney/Private Hire driver's licence - I, the sole/principal applicant, will not permit any badge issued to me to be worn by any other person and will surrender the same upon demand.
5. We must protect the public funds we handle and so we may use the information you have provided on this form to detect and prevent fraud. We may also share this information, for the same purposes, with other organisations which handle public funds.
6. No refund on withdrawn applications.

Details	Date and signature
Date	
Signed	

Ensure the following are enclosed for each application type:

Documents	Drivers	Vehicle
<i>UK Driving Licence</i>		
<i>DBS Check /Application can be completed</i>		
<i>DVLA Code</i>		
<i>Driving Assessment Pass Certificate</i>		
<i>Convictions Questionnaire</i>		
<i>Safeguarding & Child Exploitation certificate</i>		
<i>Disability awareness training certificate</i>		
<i>Details of Residency outside the United Kingdom</i>		
<i>Registration Document</i>		
<i>Insurance Certificate / Public Liability</i>		