

TONBRIDGE AND MALLING BOROUGH COUNCIL TRANSFER OF VEHICLE OWNERSHIP FORM

PART 1 – General (Complete all known information)

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

Private Hire	Enter your name/number
Operator name/number	

Hackney Carriage	Enter your name
Company Name	

PART 2

Current Vehicle Owner	Their details
Owners Name	
Plate Number	
Date of Transfer	

Ensure the following are emailed with your application:

- Vehicle Insurance Certificate
- Green Slip/Proof of purchase
- A letter or email from the previous owner confirming the sale of the vehicle

PART 3 - Tell us about any changes to the vehicle

Please complete any details below that are changing. If there are no changes then you can leave this section blank.

	Updated vehicle details
Registration Number	
State Hackney or Private Hire	
Number of Passengers to Carry	
*Designated Wheelchair Accessible?	
**Voluntary Wheelchair Accessible?	
Name and address of operator (if applicable)	

*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.

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 No refund on withdrawn applications.

Your details	Your answer
Print Name	
Signature	
Date	

Once completed, this form should be emailed to licensing.services@tmhc.gov.uk