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| FOR OFFICIAL USE ONLY |
| Date Received | Received By | Fee Paid | Date Passed to Police | Date police reply received | Decision |
|  |  |  |  |  |  |

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|  |  | **FEE: £175** |

**NORTH LANARKSHIRE COUNCIL**

**Civic Government (Scotland) Act 1982**

***Application for Grant of a Private Hire Driver’s Licence***

**PART 1**

**N.B. Both Parts of form must be completed**

**EACH QUESTION IN RELEVANT SECTIONS SHOULD BE ANSWERED (IN BLOCK CAPITALS AND BLACK INK)**

|  |  |  |
| --- | --- | --- |
|  | **APPLICANT** |  |
| Surname | Forename(s) | Home AddressDaytimeTel. No. |
| Age | Date of Birth | Place of Birth |
| Have you been continuously resident in the United Kingdom for the past 10 years? ‘Yes’ or ‘No’ ­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_If not, please provide details of all addresses you have lived at during this time which are outside the UK.NB. If you have not been continuously resident in the UK for the past 10 years you will require to submit further information in relation to criminal convictions. Please see Part 2.How long have you held a Motor Driving Licence and what group or groups are you entitled to drive? |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Years |  |  |
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| Particulars of Driving Licence Issued by DVLC, Swansea |
|  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | ­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Number |  | Date of Issue |
|  |  |  |

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| **APPLICANT CONTINUED** |
| Are you subject to any disability likely to affect your fitness as a driver? |
| Please answer YES or NO | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
|  |  |  |
| If YES, state nature of disability | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |
| **AREA OF OPERATION** |
| Within which area of North Lanarkshire do you wish to be licensed for - “South, North or Central”? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Please give details of the operator you intend to work for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **OTHER INFORMATION** |
| Do you currently or have you previously held any licence under the provision of the Civic Government (Scotland) Act 1982?‘YES’ or ‘NO’ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ If YES, for which type of activity? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_When was the licence granted? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Which Authority granted the licence? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Have you ever applied for and been refused a licence for the same or similar type of activity? ‘Yes’ or ‘No’ \_\_\_\_\_\_\_\_\_\_\_\_\_If yes when were you refused? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ For which type of activity were you refused? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Which Authority refused you a licence? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**PLEASE COMPLETE PART 2.PART 2**

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| **CONVICTIONS** |
| Have you ever been convicted of any crime or offence?Please answer "Yes" or "No".Have you ever been offered, and accepted, a fixed penalty (i.e. a conditional offer from the Procurator Fiscal under s.302 of the Criminal Procedure (Scotland) Act 1995 or a fixed penalty in respect of any road traffic matter) in respect of any offence or alleged offence?Please answer "Yes or "No"**It is ESSENTIAL that you disclose all previous convictions and fixed penalties in the box below. This means convictions for offences of any nature (For example - assault, breach of the peace, theft, road traffic offences, etc.) In addition any offence for which you were admonished or received an absolute discharge requires to be disclosed. Finally, any fixed penalty which you have accepted in respect of any offence or alleged offence must be disclosed.** You should note that the occupation of private hire driver is an excepted occupation in terms of the Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions)(Scotland) Order 2003. **This means that you are required to ensure that any spent convictions are disclosed on this form together with those that are not spent.** The spent convictions may, together with those that are not spent, be taken into account in assessing fitness to hold the licence applied for. |
| DATE (if known) | COURT | OFFENCE | SENTENCE |
|  |  |  |  |
|  |
| **PLEASE NOTE IF YOU HAVE NOT BEEN CONTINUOUSLY RESIDENT IN THE UK FOR THE PAST 10 YEARS YOU NEED TO OBTAIN A CERTIFICATE OF GOOD CONDUCT FROM THE JUSTICE AUTHORITY (OR AUTHORITIES) OF THE COUNTRY (OR COUNTRIES) IN WHICH YOU RESIDED ALONG WITH AN OFFICIAL TRANSLATION. THESE DOCUMENTS SHOULD BE SUBMITTED WITH THIS APPLICATION FORM.****I DECLARE THAT ALL THE PARTICULARS GIVEN BY ME ON PART 1 AND PART 2 OF THIS FORM ARE TRUE AND HEREBY CONSENT TO THE COUNCIL CARRYING OUT SUCH BACKGROUND ENQUIRIES AS THEY CONSIDER NECESSARY TO ASCERTAIN MY SUITABILITY AS AN APPLICANT.**Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **N.B.** | **ANY PERSON WHO IN OR IN CONNECTION WITH THE MAKING OF THIS APPLICATION MAKES ANY STATEMENT WHICH HE KNOWS TO BE FALSE OR RECKLESSLY MAKES ANY STATEMENT WHICH IS FALSE IN A MATERIAL PARTICULAR SHALL BE GUILTY OF AN OFFENCE AND LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING £2,500. FAILURE TO DISCLOSE A CONVICTION MAY RESULT IN YOUR APPLICATION BEING REFUSED.** |
|  |
| THE LICENSING SECTION, NORTH LANARKSHIRE COUNCIL, CIVIC CENTRE, MOTHERWELL |
| **PLEASE REMEMBER TO ENCLOSE THE FOLLOWING WITH THE APPLICATION FORM:-** |
| **(1)** | **Fee (Not Refundable). Cheques made payable to North Lanarkshire Council** |
| **(2)** | **2 Identical Photographs (Passport size and coloured)** |
| **(3)****(4)** | **A copy of your current driving licence. (card part of new style licences – copy both sides of card)****A certificate of good conduct (if applicable)** |
| ***ANY ENQUIRIES SHOULD BE MADE TO THE LICENSING SECTION TEL: 302386/302548/302193*** |
|  |
| **DATA PROTECTION ACT 1998** |
| This Authority is under a duty to protect the public funds it administers, and to this end may use information you have provided on this form within its authority for the prevention and detection of fraud. It may also share this information with other bodies administering public funds solely for these purposes. Further information can be found by searching for “National Fraud Initiative” on the Council’s website. |