

FOR OFFICIAL USE ONLY					
Date Received	Received By	Fee Paid	Date Passed to Police	Date Police Reply	Decision

**FEE: £176**

**NORTH LANARKSHIRE COUNCIL**  
**Civic Government (Scotland) Act 1982**

Application for Renewal of Private Hire Driver's Licence

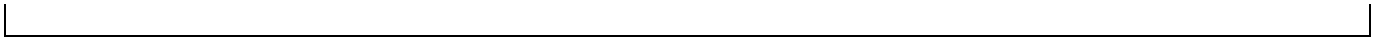
**PHD No:**

**PART 1**

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

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

APPLICANT		
Surname (including maiden name)	Forename(s)	Home Address
		Tel No:
		Email Address:
Age	Date of Birth	Place of Birth
<p><b>TAX CHECK CODE (9 character reference):</b>  <b>Note: The application will not be processed until code has been provided to North Lanarkshire Council</b></p> <p>How long have you held a Motor Driving Licence and what group or groups are you entitled to drive?</p> <p>_____ Years</p>		
<p>Particulars of Driving Licence Issued by DVLC, Swansea</p> <p>_____ Number _____ Date of Issue</p>		



### 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 are you currently licensed for - "South, North or Central"?

\_\_\_\_\_

Date of expiry of current licence \_\_\_\_\_

Private Hire Driver Licence Number \_\_\_\_\_

Please give details of the operator whom you are presently employed by.

NAME:

\_\_\_\_\_

ADDRESS:

\_\_\_\_\_

**PLEASE COMPLETE PART 2**

**PART 2****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 (ie 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

**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 \_\_\_\_\_

ANY PERSON WHO IN OR IN CONNECTION WITH THE MAKING OF THIS APPLICATION MAKES ANY STATEMENT WHICH THEY KNOW 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.**

PLEASE ENSURE THAT YOU HAVE COMPLETED ALL QUESTIONS. THE COMPLETED FORM SHOULD BE RETURNED TO LICENSING SECTION, NORTH LANARKSHIRE COUNCIL, CIVIC CENTRE, WINDMILLHILL STREET, MOTHERWELL ML1 1AB

**THE FOLLOWING MUST BE ENCLOSED WITH THE APPLICATION FORM:**

- (1) **Fee (Not Refundable) by cheque made payable to North Lanarkshire Council or payment by credit/debit card by telephone 01698 302360**
- (2) **One photograph (passport size and in colour)**
- (3) **A copy of your current driving licence. (Paper and card part of new style licences – copy both sides of the licence)**

**ENQUIRIES SHOULD BE MADE TO [LicensingEnquiries@northlan.gov.uk](mailto:LicensingEnquiries@northlan.gov.uk) or by telephone 01698 302360**

**DATA PROTECTION ACT 2018**

The information which you provide on this form will be processed by North Lanarkshire Council (which is the "data controller" for purposes of data protection law). A Privacy Statement explaining how we process your personal information can be viewed by accessing the Council's website [www.northlanarkshire.gov.uk](http://www.northlanarkshire.gov.uk).

