

FOR OFFICIAL USE ONLY

Date Received	Received By	Fee Paid	Passed to Police	Date Police Reply	Decision

NORTH LANARKSHIRE COUNCIL

Civic Government (Scotland) Act 1982

Application for Grant of a Private Hire Car Licence

PART 1

Both Parts of form must be completed

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

Vehicle Registration Number		Make and Model of Vehicle	
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APPLICANT

COMPLETE SECTION (A) OR (B) OR (C) AS APPROPRIATE

(A) SINGLE APPLICANT

Full Name (BLOCK LETTERS) _____

Home Address _____

Daytime Telephone Number _____

Email Address _____

Date and Place of Birth _____

(B) CO-PARTNERSHIP APPLICANTS

Full Name, Address, Date and Place of Birth of each Partner and of any Other Person Responsible for Management

Address of Principal Office

(C) COMPANY OR FIRM APPLICANTS

Name of Company or Firm _____

Address of Registered or _____

Principal Office _____

Full Name, Address, Date and Place of Birth of Each Director

OTHER MANAGEMENT

Will the Applicant wholly run or carry out the day-to-day Management of the Business?

YES

NO

Please tick as appropriate

If NO, give the Full Name, Address, Date and Place of Birth or any Employee or Agent who it is Proposed will run or assist in running the business or who will carry out or assist in carrying out the day-to-day management of the business

AREA OF OPERATION

Within which area of North Lanarkshire are you intending to operate - "North, South, or Central"? _____

PREMISES

Address of Premises where Vehicle is to be Kept

OTHER INFORMATION

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.

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

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

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.

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.

Signatures _____

Date _____

WHERE A CO-PARTNERSHIP, EACH PARTNER SHOULD SIGN. IF A FIRM, EACH NAMED DIRECTOR SHOULD SIGN.

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:-

- A certificate of good conduct (if applicable)

PAYMENT INFORMATION

- In Person: Card payments may be made at the Motherwell First Stop Shop, 7 Scott Street, Motherwell ML1 1PN.
- By Telephone: Upon receipt of your application being received, payment can be made by card.

ENQUIRIES SHOULD BE MADE TO 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