

Town Police Clauses Act 1847

Local Government  
(Miscellaneous Provisions) Act 1976

Grant orRenewal	
For office use only	
Date	
Fee	
Receipt number	
Operator number	
Valid from	
Expires on	

Licensing Section

Application For Grant or Renew of

Private-Hire Operator Licence

This form is apply for and private hire Operators Licence. On grant or renewal of the licence you may take or continue to take booking from the public. By signing this application you are agreeing to keep to all the conditions, laws and bylaws of the licence. You also accept that if you (or your partners or employees) break or fail to keep to any of the relevant conditions, laws or bylaws, your licence may be withdrawn, suspended or not renewed.

Data Protection Act 1998

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

For further information, [www.rotherham.gov.uk/NFI](http://www.rotherham.gov.uk/NFI) or contact The Data Protection Officer, Riverside House Main Street Rotherham S60 1AE. Tel. 823566.

Please answer all the questions on this form in BLOCK CAPITALS and in ink.

Your personal details (Applicant)

Your Title (Mr, Mrs, Miss and so on)

Date of Birth:

/

/

Surname

First names

National insurance number

Place of Birth

Address You

Live At:

Post code

E-mail address

Home phone number

Mobile phone number

I HEREBY APPLY for an Operator's Licence under the Local Government (Miscellaneous Provisions) Act 1976 to operate a Private Hire Business known as

Your Business Name:

(this must not be similar to any other Company licensed by this authority)

Licence Number

PO

Is this a New Grant

Is this a Renewal

Business Number(s):

Business Email(s):

1<sup>st</sup> Business Address:

(If this is you home enter that address)

Post code

2<sup>nd</sup> Business Address: (If you have another Office enter this here)

Post code

Will you provide access to the Public for waiting in the Office: Yes ☐ No ☐

Which Office Will provide access to the Public: 1<sup>st</sup> address ☐ 2<sup>nd</sup> Address ☐ How Many People may Wait

How many vehicles will your company operate: 1 to 3 ☐ 4 to 20 ☐ 21 to 40 ☐ Over 40 ☐

Do you have Planning Permission: Yes ☐ No ☐ Or Exemption From Planning requirements Yes ☐ No ☐

Have you ever been refused planning permission in connection with the hackney carriage/private hire trade for these or any other premises within the Rotherham area? Yes ☐ No ☐

Have you any other partner or Business Partners that you want named on this licence Yes ☐ No ☐

What is their Full Name

Date of Birth  Place of Birth

Address You

Live At:  Post code

E-mail address  Phone number

### Other Information Required:

Your Present Occupation, Trade or Business:

Are you, or were you, a director or secretary of the company? Yes ☐ No ☐

Are there any convictions recorded against you as a director or secretary of the company? Yes ☐ No ☐

Are there any convictions recorded against the company? Yes ☐ No ☐

If answers to any of the above are "yes", All convictions must be disclosed on a "Declaration of Convictions" form

Have you previously held an Operator's Licence either with this Council or any other Council? Yes ☐ No ☐

If yes, give full details

Has an Operator's Licence granted to you ever been suspended or revoked? Yes ☐ No ☐

If yes, give full details including reasons for suspension or revocation

Have you ever been refused an Operator's Licence? Yes ☐ No ☐

If yes, give full details including reasons for refusal

**Criminal records history**

If you name a partner on this licence they must also complete the Criminal Record History form - please ask for a separate sheet.

You should understand it is an offence for you to fail to tell us about any convictions, cautions, reprimands or warnings you may have. If you are not sure what to put, please read the 'Driver Information Document' for guidance on filling in this section, or ask us for advice.

You are advised that to knowingly or recklessly make any false statement, or fail to give any information we have asked for in this application could lead to your licence being refused or withdrawn. You could also be prosecuted.

- Are you waiting to hear about any prosecutions or other actions of any type, pending against you? Yes ☐ No ☐

If 'Yes' please give details in this box.

If known, name of court  
hearing the case:

If known date of court  
hearing:

- Have you ever been convicted of any offence, motoring or criminal, or received any police cautions, warnings or reprimands since your last application? Yes ☐ No ☐  
(If you have answered YES to this question give details in the box below)

**Convictions, Cautions, Warnings and Reprimands Details.**

In this box list all your unspent convictions, police cautions, warnings and reprimands, including traffic offences and fixed penalty traffic offences as well.

Date of conviction, caution, etc.	Details of Offences/Convictions/Cautions/Warnings/Reprimands	Sentence Or Penalty
/ /		
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**Declarations**

- I/We hereby declare that the statements made on this form are true.
- Subject to all conditions as may be contained the licence, and also to the provisions of the Act(s) relating to Private Hire Operators. All of which conditions and Act(s) I/We hereby undertake to observe and perform.
- I/We accept that if I/we infringe or neglect to comply with any of the conditions or provisions of the said Act(s) subject to which the Licence is held, the same shall be liable to be revoked, suspended or not renewed by the Council.
- I understand that Rotherham Metropolitan Borough Council may prosecute applicants who make any false declaration.

**WARNING: You are advised that to knowingly or recklessly make a false statement or omit any requested information from this application could lead to a licence being refused or withdrawn.**

**The information I have given is complete and correct. I agree to you checking this. I understand that I may be prosecuted, or have my licence refused or withdrawn, if any information is found to be false.**

**I declare that I have checked the information given by me on all the pages of this application form and that it is true and correct to the best of my knowledge and belief.**

My Signature

\_\_\_\_\_

Date form signed  
by me

/ /

# EQUALITY DATA MONITORING FORM

Rotherham Metropolitan Borough Council are asking for this monitoring information so we can ensure we are offering services to all sectors of the community in an open and accessible manner.

The information provided will be treated in the strictest confidence and will only be used to monitor take up of services and ensure that no particular individual or group of people are discriminated against in the provision of services or employment opportunities. The monitoring information could be passed to other services of the Council who need to use it for the same purpose.

**Please understand** that any answers you give will not affect the service you are receiving from the council or be used to assess your application. Thank you for your assistance.

Are you: Male ☐ Female ☐

What is your age group 18-19 ☐ 20-24 ☐ 25-29 ☐ 30-34 ☐ 35-39 ☐  
40-44 ☐ 45-49 ☐ 50-54 ☐ 55-59 ☐ 60-64 ☐ 65+ ☐

What is your date of birth

Do you consider yourself to be disabled? Yes ☐ No ☐

Please give further details in the space below if you wish:

Physical or mobility impairment

Sensory impairment (hearing, vision or speech)

Mental health service user

Learning disabled

Non-visible condition e.g. epilepsy

What is your ethnic group?

How would you describe yourself?

I would describe my ethnic origin as

White

- ☐ British White  
☐ Irish White  
☐ Other white background, please describe

Asian or Asian British

- ☐ Indian  
☐ Pakistani  
☐ Bangladeshi  
☐ Kashmiri

Black or Black British

- ☐ Caribbean  
☐ African  
☐ Other black background, please describe

Chinese, Yemeni or other ethnic group

- ☐ Chinese  
☐ Yemeni  
☐ Other ethnic group, please describe

Dual Heritage

- ☐ White and Black Caribbean  
☐ White and Black African  
☐ White and Asian  
☐ Other dual background, please describe

**Thank you for completing this form. The information you have provided will help us to improve our services to you and others in Rotherham.**