



**South
Derbyshire
District Council**

TRANSFER OF VEHICLE OWNERSHIP APPLICATION FORM

- Please note that it is an offence to give false information - all questions must be answered.
- An application will not be deemed valid until the Licensing Authority receives all of the following documents in addition to a completed and signed application form and the relevant fee:
 - 1 V5 registration document (completed with new owner's details);
 - 2 Current insurance certificate (in new owner's name);
 - 3 Proof of new road tax.
- The fee for this application is £38

NEW VEHICLE PROPRIETOR DETAILS

1. Surname:	2. Forenames:
3. Company Name:	4. Company Number:
5. Current registered address: Post Code:	
6. Date of Birth:	7. Telephone:
8. Mobile:	9. Email:
10. Do you give permission to use your mobile number for text reminders? Yes <input type="checkbox"/> No <input type="checkbox"/>	
11(a). Are you permitted to work in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>	
11(b). Are there any restrictions? Yes <input type="checkbox"/> No <input type="checkbox"/> (If yes, please detail them below)	

ADDITIONAL PROPRIETOR DETAILS

12. Surname:	13. Forenames:
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14. Company Name:	15. Company Number:
16. Current registered address:	
Post Code:	
17. Date of Birth:	18. Telephone:
19. Mobile:	20. Email:
21. Do you give permission to use your mobile number for text reminders? Yes <input type="checkbox"/> No <input type="checkbox"/>	
22(a). Are you permitted to work in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>	
22(b). Are there any restrictions? Yes <input type="checkbox"/> No <input type="checkbox"/> (If yes, please detail them below)	

PREVIOUS VEHICLE PROPRIETOR DETAILS

23. Name:
24. Current registered address:
Post Code:

PARTICULARS OF EXISTING LICENCE

25. Registration number:	26. Plate number:
27. Does the vehicle have a meter installed? Yes <input type="checkbox"/> No <input type="checkbox"/> (If yes, please provide current calibration certificate)	
28. Will anybody else drive the vehicle? Yes <input type="checkbox"/> No <input type="checkbox"/> (If yes, please specify name(s) and private hire badge number below. Continue on a separate sheet if necessary)	
Driver name:	Badge:
Driver name:	Badge:
Driver name:	Badge:
Driver name:	Badge:

PRIVATE HIRE OPERATOR INFORMATION

29. Name of the operator(s) you will be using the vehicle to fulfil bookings for?

Name:

Address:

Name:

Address:

Name:

Address:

DECLARATION

Fraud Act 2006

I hereby declare that I fully understand, have read and checked the details and questions on this application form and that the foregoing statements are true. I understand that it is a criminal offence if I or anyone else gives false information, or makes a false representation, or fails to disclose information in order for me to obtain a private hire licence. I am fully aware that the provision of a false statement, or information, or the concealment of offences/ convictions/ cautions in order to obtain a licence is an offence under the above Act and under section 57(3) of the Local Government (Miscellaneous Provisions) Act 1976 which may result in refusal of this application. I understand that action will be taken against any licence granted as a result of breaching these Acts.

I have received and read the Private Hire Conditions for Operators, Vehicles and Drivers and I undertake, in the event of a licence being granted, to observe and perform such conditions.

Signed by or on behalf of the applicant*

Signed Date.....

Print Name.....Capacity.....

Signed Date.....

Print Name.....Capacity.....

* If signing for a Ltd Company or LLP only one signatory is required, otherwise all applicants detailed on this application form must sign above.

Signed by the current licence holder

I confirm that the above person is the new vehicle proprietor and I consent to the private hire vehicle licence being transferred to the new vehicle proprietor.

Signed.....Date.....

Print Name.....

Please Note

If any part of this application form is not completed it will be returned to the applicant.

Your application will only be processed once all the necessary documents and the fee are submitted

Privacy Notice

How is your information used?

We collect information to assess your suitability and fitness to be issued with a private hire licence and to assist us in managing your licence. We may also use your contact details in the event that we need to contact you in relation to your licence(s).

Who has access to your information?

Information is shared with other regulatory and enforcement authorities including, but not limited to, other Council services; Councillors; the Police; HM Revenues and Custom; Home Office Immigration; Cabinet Office; National Anti-Fraud Network; NHS services, and other local authorities when allowed to by law for the purposes of the administration and enforcement of authorisations, and for the purposes of the prevention and detection of crime, public safety, public health, protection of the environment and prevention of fraud.

Certain information about licences (including in particular your name and the address of any premises to which a licence applies) may be published on a public register on our website when we are required to by law. Licences that have to be determined by our Councillors will be published in exempt minutes on our website.

For further information about how your personal information will be used, please visit www.south-derbys.gov.uk where you can see a full copy of our privacy notice. Alternatively you can request a hard copy from licensing@south-derbys.gov.uk