



NORWICH
City Council

Application and renewal for Private Hire Vehicle Operator's 5 year licence within the City of Norwich

PARTS A,E AND F MUST BE COMPLETED IN ALL CASES

PART B APPLIES ONLY WHERE THE APPLICANT IS THE SOLE OPERATOR

PART C APPLIES TO COMPANY APPLICATIONS ONLY

PART D APPLIES TO PARTNERSHIP APPLICATIONS ONLY

PART A: APPLICANT'S DETAILS

SURNAME

ALL FORENAMES

MAIDEN NAME

PREVIOUS SURNAMES

FULL HOME ADDRESS AND POSTCODE

AGE

DATE AND PLACE OF BIRTH

SEX M/F

TELEPHONE NUMBER

TRADING NAME UNDER WHICH THE PRIVATE HIRE BUSINESS WILL BE OPERATED

OPERATING ADDRESS(ES) (IF DIFFERENT FROM ABOVE)

PART B: INDIVIDUAL APPLICATIONS

IF THIS IS YOUR FIRST APPLICATION STATE YOUR PREVIOUS OCCUPATIONS OR BUSINESS ACTIVITIES (INCLUDING DATES)

HAS ANY PREVIOUS APPLICATION FOR AN OPERATOR'S LICENCE BEEN MADE BY YOU OR ON YOUR BEHALF? **YES/NO**

IF YOU HOLD OR HAVE HELD AN OPERATOR'S LICENCE STATE:

(a) Date licence expires/ed

(b) Name of issuing Authority

HAS ANY PREVIOUS OPERATOR'S LICENCE HELD BY YOU BEEN REFUSED, REVOKED OR SUSPENDED (IF YES GIVE DETAILS) **YES/NO**

PART C: COMPANY APPLICATION (TO BE COMPLETED BY THE COMPANY SECRETARY OR A DIRECTOR)

IF THE APPLICATION IS ON BEHALF OF A COMPANY, GIVE FULL NAMES, (INCLUDING PREVIOUS SURNAMES AND MAIDEN NAMES), HOME ADDRESSES AND DATES OF BIRTH OF ALL DIRECTORS AND THE COMPANY SECRETARY

GIVE THE NAME OF THE COMPANY

GIVE THE REGISTERED OFFICE ADDRESS OF THE COMPANY

GIVE THE TRADING NAME UNDER WHICH THE PRIVATE HIRE BUSINESS WILL BE OPERATED IF DIFFERENT FROM THE COMPANY NAME

OPERATING ADDRESS(ES)

HAS ANY PREVIOUS APPLICATION BEEN MADE FOR AN OPERATOR'S LICENCE ON BEHALF OF THE COMPANY? **YES/NO**

HAS ANY PREVIOUS APPLICATION BEEN MADE FOR AN OPERATOR'S LICENCE BY ANY DIRECTOR OR SECRETARY OF THE COMPANY? **YES/NO**

IF THE COMPANY HOLDS OR HAS HELD AN OPERATOR'S LICENCE STATE

(a) Date Licence expires/ed

(b) Name of issuing authority

HAS ANY PREVIOUS OPERATOR'S LICENCE HELD BY THE COMPANY, ANY DIRECTOR OR THE SECRETARY BEEN REFUSED, REVOKED OR SUSPENDED? **YES/NO**

IF YES GIVE DETAILS:

PLEASE GIVE DETAILS OF ANY TRADE OR BUSINESS ACTIVITIES CARRIED ON BY THE COMPANY, BY ANY DIRECTORS AND THE COMPANY SECRETARY (INCLUDING DATES)

PART D: PARTNERSHIP APPLICATION

IF THE APPLICATION IS A PARTNERSHIP APPLICATION GIVE FULL NAMES, (INCLUDING PREVIOUS SURNAMES AND MAIDEN NAMES), HOME ADDRESSES AND DATES OF BIRTH OF ALL PARTNERS

GIVE THE ADDRESS OF THE PRINCIPAL OFFICE OF THE PARTNERSHIP

TRADING NAME UNDER WHICH THE PRIVATE HIRE BUSINESS WILL BE OPERATED

OPERATING ADDRESS(ES)

HAS ANY PREVIOUS APPLICATION BEEN MADE FOR AN OPERATOR'S LICENCE BY ANY PARTNER? **YES/NO**

IF THE PARTNERSHIP OR ANY PARTNER HOLDS OR HAS HELD AN OPERATOR'S LICENCE STATE

(a) Date Licence expires/ed

(b) Name of issuing authority

HAS ANY PREVIOUS OPERATOR'S LICENCE HELD BY ANY PARTNER, BEEN REFUSED, REVOKED OR SUSPENDED? **YES/NO**

IF YES GIVE DETAILS:

PLEASE GIVE DETAILS OF ANY PREVIOUS TRADE OR BUSINESS ACTIVITIES CARRIED ON BY ANY BUSINESS PARTNER (INCLUDING DATES)

PART E: OTHER INTERESTED PERSONS

GIVE FULL NAME, (INCLUDING PREVIOUS SURNAME(S) AND MAIDEN NAMES) HOME ADDRESS AND DATE OF BIRTH OF ALL PERSON(S) WHO WILL BE/HAS BEEN INVOLVED IN EXERCISING MANAGERIAL CONTROL OVER THE RUNNING OF THE PRIVATE HIRE BUSINESS.

PART F: TO BE COMPLETED IN EVERY APPLICATION

HAVE YOU/ THE COMPANY/ ANY DIRECTOR/ COMPANY SECRETARY/ PARTNER ANY PROSECUTIONS PENDING? **YES/NO**

IF YES, ENTER DETAILS IF NO ENTER NONE

ALLEGED OFFENCE

DATE AND PLACE OF COURT(IF KNOWN)

If you require any assistance in the completion of this section please contact the licensing office.

HAVE YOU/ THE COMPANY/ ANY DIRECTOR/ COMPANY SECRETARY/ PARTNER BEEN CONVICTED OF ANY OFFENCE WHICH IS NOT NOW 'SPENT' UNDER THE TERMS OF THE REHABILITATION OF OFFENDERS ACT 1974? (see table below) OR HAD A FORMAL CAUTION RECORDED AGAINST YOU WITHIN THE LAST THREE YEARS* **YES/NO**

If yes provide details below including date, offence and the court or body which dealt with you. All convictions must be declared, criminal and motoring. It is a criminal offence to make a false declaration.

Date of conviction/caution
(Including Police Force)

Offence

Sentence (including fixed
penalty motoring offences
and suspended sentences)

If no convictions or cautions enter NIL

I am aware that the grant of such a licence is subject to a Police record check. This has been explained to me and I understand that 'spent' convictions will be revealed by the Police check and may be considered by the Licensing Authority. I hereby declare that the information given above is true.

Date.....

Signed.....

SENTENCE	BECOMES SPENT AFTER	SENTENCE	BECOMES SPENT AFTER
Absolute Discharge	6 Months	Imprisonment (including suspended sentence) of between 6 months & 2 ½ years (includes cashiering, dismissal with disgrace, discharge with ignominy from Armed Forces)	10 years
Probation order in respect of persons convicted before 3.2.95, supervision order conditional discharge or bind over	1 year from date of conviction or until order expires whichever is later	Imprisonment (including suspended sentence) of up to 6 months (includes dismissal from Armed Forces & Borstal Training).	7 years
Probation order on or after 3.2.95	5 years	Fine or other sentence not otherwise covered in this table e. g. C.S.O Curfew	5 years
Attendance centre order	1 year after expiry		
Hospital order under Mental Health Act	5 years from date conviction or 2 years After order expires	Detention under S53 Children & Young Persons Act between 6 & 30 months	5 years
		Detention of less than 6 months under the above provisions	3 years

NB. A sentence of more than 2 ½ years can never become spent.

Halve above if under 18 when convicted.

* You do not have to declare a formal caution if administered more than three years ago

Date..... Signature(s)

Position in company.....