



**Licensing Authority
Torridge District Council**

**Riverbank House
Bideford, Devon EX39 2QG
Tel: 01237 428700
Email: licensing@torridge.gov.uk**

**Town Police Clauses Act 1847
Local Government (Miscellaneous Provisions) Act 1976**

Application for a temporary vehicle licence

CHECKLIST	Please tick ✓
I have made or enclosed payment of the fee (£) <u>'LICVLT'</u>	
I have completed and signed the application form	
I have enclosed the Vehicle Registration Document (V5C) for the vehicle. If this is not available, other proof of ownership (e.g. New Keeper Supplement or a bill of sale) must be provided.	
I have enclosed a valid certificate of motor insurance for public hire.	
I have enclosed a current MOT certificate issued by an authorised VOSA testing station	
I have enclosed the Council's mechanical inspection form completed by an authorised VOSA testing station	
I understand that if I do not comply with any of the above requirements my application will be rejected	

(TXTMP 25.6.18)

Please write in BLOCK Letters.

1. Insurance/Rental Company Details

Company Name	
Address	
Postcode	
Correspondence Address (if different to above)	
Postcode	
Contact Name	
Contact Tel. No.	
E-mail address	

2. Vehicle Details

Make		Engine size (cc)	
Model		Body style (please circle)	Saloon Hatchback Estate MPV
Colour		Fuel type	Petrol Diesel LPG Other
Year of registration		Registration No.	
Number of passenger seats		Number of doors	
Is the vehicle licensed by any other licensing authority?		YES	NO
If YES, please specify:			
<ul style="list-style-type: none"> ➤ The licensing authority..... ➤ The licence number..... ➤ Date the licence expires..... 			
Taximeter (h/c only)	Make		Model
Is the vehicle wheelchair accessible?	YES	NO	

3. Details of Vehicle Being Replaced

Licence Holder Name			
Make		Model	
Registration No.		Licence No.	
Reason for replacement. e.g. breakdown/accident			

4. Declaration

I declare that I am the proprietor of the above vehicle. The following is a list of every person who is a proprietor or part-proprietor of the vehicle and every person who is concerned either solely or in partnership with any other person in the renting, keeping, employing or letting for hire of the vehicle.

Name	Address	Tel. No.
------	---------	----------

I/we declare that to the best of my/our knowledge and belief that the answers given above are true. If a licence is granted, I/we undertake to comply with the relevant licensing legislation, bye laws, conditions of licence and the Council's Licensing Policy – Taxi and Private Hire Licences.

Signature Date.....

Signature..... Date.....

N.B. IT IS AN OFFENCE TO MAKE, KNOWINGLY OR RECKLESSLY, A FALSE STATEMENT OR OMIT ANY INFORMATION FROM THIS APPLICATION. THE MAXIMUM FINE ON CONVICTION IS £200

Please return this form to: Licensing Team
Riverbank House,
Bideford, Devon, EX39 2QG

Tel: 01237 428700
E-mail: licensing@torridge.gov.uk

Privacy Notice

Torrige District Council collects stores and processes your personal information in accordance with the requirements of the General Data Protection Regulation (Regulation (EU) 2016/679) and Data Protection Act 2018.

Our lawful basis has been determined as:

Public Task – in relation to personal data

Substantial Public Interest – in relation to 'special category' personal data

Personal information provided on this form may be shared with other council services where this assists in the delivery of those services.

Personal information provided on this form may be shared with third parties where we are legally obliged to do so, or where this is necessary to enable us to provide the service requested.

To view our full privacy policy including information on your rights, how to contact the Data Protection Officer, data retention information, more detail on information sharing and how to provide feedback or make a complaint, please see the privacy pages of our website

Website: <http://www.torrige.gov.uk/privacypolicy/>

Alternatively, a full copy of our privacy policy can be viewed at our main office or a copy can be requested by writing to the Data Protection Officer at Riverbank House, Bideford, Devon, EX39 2QG.