



# Application for a Hackney Carriage / Private Hire Vehicle\* Transfer of Interest

\* delete type of vehicle not applicable

Full name:	
Title: Miss, Mrs, Ms, Mr, Other	
Address:	
Postcode:	
Email address:	
Tel. No:	Mobile No:

1. Name(s) and address(es) of all other proprietors of the vehicle:

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2. If a partnership or company, trading name and address:

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3. If a registered company, name of company and registered address:

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4. Please supply the following vehicle details:

Registration No.	Make and Model	Colour	Seating capacity	1 <sup>st</sup> registered

**To be signed by all owners involved in this licence application:**

I/we declare that the answers given above are true. I/we understand that if I/we have made any omissions or statements I/we know to be false, the application may be refused or if already issued, the licence may be suspended or revoked. I/we have read the conditions relating to vehicle licences.

Signed: ..... Dated: ..... / ..... / .....

Signed: ..... Dated: ..... / ..... / .....

Signed: ..... Dated: ..... / ..... / .....

**Signed on behalf of a company:** ..... Dated: ..... / ..... / .....

Position in company: .....

You may render yourself liable to prosecution for an offence if you fail to comply with the conditions of your licence. It is an offence to drive or employ a driver who does not hold a current driver's licence issued by the Council.

**Data Protection**

The data submitted with this form is processed by Maldon District Council (the Data Controller) for the administration of this application. Our lawful basis for collecting this data is complying with a legal obligation (GDPR Article 6.1(c)).

We only share your data for the purposes of processing this application, the prevention or detection of fraud or where we have a legal requirement to do so. We do not pass on your data to any marketing companies.

Further details about how we protect your data can be found in our Terms & Conditions on the Council's website [www.maldon.gov.uk/terms](http://www.maldon.gov.uk/terms). For more information, please contact our Data Protection Officer (DPO) on 01621 876224 or [dpo@maldon.gov.uk](mailto:dpo@maldon.gov.uk)

If you have any queries or wish to make a complaint about how we have handled your data, please contact the DPO above, or the Information Commissioner's Office at [www.ico.org.uk](http://www.ico.org.uk) or 0303 123 1113.

**Once completed, please return this form with relevant documentation to: Maldon District Council, Princes Road, Maldon CM9 5DL.**

Documents required with application	Checklist
Completed application form	
Basic DBS certificate (less than 28 days old) – this is not required if you are a licensed driver <b>and</b> signed up to the DBS update service. A DBS certificate is required for every proprietor	
Bill of sale or vehicle registration certificate	
Letter from previous licence holder relinquishing interest	
Current certificate of motor insurance	
No fee	

If you have any enquiries, contact Licensing, telephone 01621 854477 or email [licensing@maldon.gov.uk](mailto:licensing@maldon.gov.uk).