

PLATE  
NUMBER

PHV079

## DOVER DISTRICT COUNCIL

## APPLICATION FOR A PRIVATE HIRE VEHICLE LICENCE

GRANT RENEWAL TRANSFER TEMPORARY TRANSFER 

TITLE	MR <input checked="" type="checkbox"/>	MRS <input type="checkbox"/>	MS <input type="checkbox"/>	MISS <input type="checkbox"/>		
SURNAME	WHEELER		FORENAME/S	NIGEL BRIAN		
ADDRESS (including postcode)	[REDACTED]					
HOME PHONE	[REDACTED]		MOBILE	[REDACTED]		
EMAIL	[REDACTED]					
If a firm or partnership, the names of all proprietors or partners or any other person concerned in the keeping, employing or letting on hire of the vehicle.						
Name and Address of Operator	AS ABOVE					
<b>VEHICLE DETAILS</b>						
Make:	VAUXHALL	Model:	INSIGNIA	Colour:	PANACOTTA SILVER	
Date of first registration	NOVEMBER 2010		C.C.	1.8L PETROL		
REGISTRATION NUMBER	LD60 XMK		Fuel Type:			
Is the vehicle adapted as wheelchair accessible?		YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	Petrol <input checked="" type="checkbox"/>	Diesel <input type="checkbox"/>	Hybrid <input type="checkbox"/>
Is a meter fitted		YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	Number of seats excluding the driver		4
		If so please attach the tariff card		[REDACTED]		

## INSURANCE DETAILS

<b>Is the vehicle insured for the carriage of passengers for hire Or reward</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
<b>Name of insurance company</b>	HISCOX
<b>Policy number:</b>	[REDACTED]
<b>Date insurance expires</b>	07-12/2019
<b>If changing vehicle, please give details of existing vehicle</b>	
<b>Are you requesting an exemption from displaying private hire plates on the vehicle?</b>	
<b>Is the vehicle a prestige vehicle? (A prestige vehicle is defined as any vehicle currently licensed with the Dover District Council as a Hackney Carriage or Private Hire Vehicle. The residual value of which if sold privately exceeds £5,000, 6 years after the date of its first registration)</b>	
<b>If so, is the vehicle used exclusively for the provision of prestige chauffeur services?</b>	

<b>Check list for applicant use</b> Please tick the appropriate boxes of which you have completed for this application.			
Grant/Renewal £259.00 <input checked="" type="checkbox"/>	Transfer £54.00 <input type="checkbox"/>	Temporary Transfer £34.00 <input type="checkbox"/>	Change of Owner £21.00 <input type="checkbox"/>
<b>Receipt Number</b>	<input style="width: 100%;" type="text"/>		
<b>Completed Application form</b>	<input type="checkbox"/>		
<b>Copy of MOT</b>	<input type="checkbox"/>		
<b>Proof of Tax</b>	<input type="checkbox"/>		
<b>Copy of Insurance</b>	<input type="checkbox"/>		

Declaration:

I apply for a licence for the private hire vehicle stated and enclose the relevant fee

I confirm that I have read and understand the notes supplied to me with this form and declare that the particulars I have supplied are correct to the best of my knowledge and belief.

I understand that Dover District Council may share this information with other agencies for the prevention and detection of crime.

SIGNATURE

[REDACTED]

DATE

17/10/2019

NOTE: Section 57(3) of the Local Government (Miscellaneous Provisions) Act 1976: "If any person knowingly or recklessly makes a false statement or omits any material particular in giving information under this Section he/she shall be guilty of an offence and shall be liable on summary conviction to a fine not exceeding £100.00."

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, see <http://www.dover.gov.uk/Corporate-Information/Audit/Fair-Processing-Notice.aspx> or contact [corporateservices@dover.gov.uk](mailto:corporateservices@dover.gov.uk).

Fee	£ 259 - 00
Receipt Number	02281820
Insurance Received	30 - 11 - 2019
Proof of Tax	31 - 08 - 2020
Mot Received	✓
MOT next Due	31 - 03 - 2020
Comp Check	✓
Signed by officer	PJ
Date received	17 - 10 - 2019

**DOVER DISTRICT COUNCIL**  
**NOTES OF PRIVATE HIRE VEHICLE LICENCE**

1. It is an offence to operate a vehicle for private hire unless a valid private hire vehicle licence is held by the owner of such vehicle and a licensed private hire vehicle may only be used as such when in the charge of and driven by a person holding a current private hire driver's licence.

2. **ACCOMPANYING DOCUMENTS**

The applicant is required to submit for examination:

- (a) a valid Certificate of Insurance for Hire and Reward
- (b) a valid Department of Transport Vehicle Test Certificate (not more than 14 days old) or a pre-delivery inspection report in lieu of MOT for new vehicles
- (c) a Vehicle Excise Act 1971 Registration Document
- d) proof of vehicle tax

All vehicles shall also be presented to the Licensing Officer for additional inspection. Prior to submitting the vehicle for examination, proprietors shall ensure that the vehicle is in good condition, i.e. mechanically sound, bodywork satisfactory and the engine and full chassis steam cleaned.

Please note that in accordance with the Hackney Carriage and Private Hire Licensing Policy, you are required to present **evidence that the vehicle is taxed**, along with the application form, V5, insurance, MOT and fee.

3. **VEHICLE TESTS**

The Authority needs to be satisfied that licensed vehicles operating within its area are safe.

All hackney carriage and private hire vehicles shall be subject to the current MOT standard test at licence renewal. The vehicle must pass a further MOT test at 6 monthly intervals once the vehicle is over three years old. The Licensing Team Leader has delegated authority to require further, more frequent testing up to a maximum of 3 tests per year where concerns over safety standards have been identified.

Licensed vehicles that fail an inspection and/or MOT test and are deemed unsuitable for use as a passenger vehicle by the vehicle examiner or Licensing Officer, will result in the vehicle proprietor being issued with a suspension notice in order to prevent the vehicle being used to carry passengers until the defect(s) is/are remedied. Once the defects have been satisfactorily remedied then the proprietor may seek the lifting of the suspension notice by the Licensing Officer.

When a licensed vehicle sustains serious accident damage it shall be subjected to a further satisfactory MOT test prior to it being presented back into service.

4. **VEHICLE EXAMINATION**

Any authorised officer of the Council or any constable has the power at all reasonable times to inspect and test, for the purpose of ascertaining its fitness, any private hire vehicle licensed by a District Council, or any taximeter affixed to such a vehicle, and if he is not satisfied as to the fitness of the private hire vehicle or as to accuracy of its taximeter he may by notice in writing require the proprietor of a private hire vehicle to make it or its taximeter available for further inspection and testing at such reasonable time and place as may be specified in the notice and suspend the vehicle licence until such time as such authorised officer or constable is so satisfied.

5. **TAXIMETERS**

Private Hire Vehicles do not have to be fitted with a 'Taximeter' but if one is fitted it must be checked and, where possible, sealed by the Council prior to use.

Private Hire Vehicles that are fitted with Taximeters must also display a Tariff Card and provide a copy to the Licensing Authority for reference.

If at anytime after the grant of a licence a different type of tyre is fitted to the vehicle, and/or any alterations are carried out to the vehicle which might affect the reading on the face of the taximeter, and/or the seal of the taximeter is broken, whether accidentally or otherwise, the vehicle must be submitted for re-examination and/or sealing of the taximeter.

6. **ACCIDENT DAMAGE**

The proprietor of a private hire vehicle must report to the Council as soon as reasonably practicable, and in any case within 72 hours of the occurrence thereof, any accident to the vehicle causing damage materially affecting the safety, performance or appearance of the private hire vehicle or the comfort or convenience of persons carried therein.

7. **DISPLAY OF PLATE**

The proprietor of a private hire vehicle shall fix to the vehicle licence identification plates of size, colour, design and type supplied by the Authority.

The proprietor shall ensure that the licence identification plate is fixed to the front and rear exterior of the private hire vehicle in the vicinity of the bumper in such a position as the vehicle registration plate is not obscured, with the particulars thereon facing outwards and in such a manner and place that the licence is clearly visible by daylight from the highway. It shall be fixed on a platform kit as supplied by the Authority in such a manner as to be easily removed by an authorised officer or a police constable. The platform kit shall be fixed by bolts or screws or other similar means.

The proprietor shall ensure that an approved holder displaying a private hire driver badge and a vehicle licence identification card as supplied by the council is displayed, in a position for all passengers to clearly see.

The proprietor shall ensure that no licence identification plate be displayed other than the plates issued by the council, and the said plate shall be displayed only on the vehicle to which it relates.

The licence plates shall remain the property of the council and shall be returned to them within seven days after the service on the proprietor of an appropriate notice by the Authority in the event of the private hire vehicle licence ceasing to be in force in respect of the vehicle.

Private hire vehicles must display door signs in prominent positions on both rear doors of the vehicle indicating that they must be booked in advance and separate signs on the front doors indicating details of the operator

#### 8. RESTRICTION ON SIGNS, NOTICES & ADVERTISING, ETC

Vehicles shall not be allowed to display any printed, written or other material on the windows of the vehicle except in respect of the following:-

- No eating or drinking;
- Public health and safety campaigns;
- Permits for private ranks;
- Trade organisation membership;
- No smoking; and
- Vehicle Excise Licence

Vehicle proprietors shall not display or allow to be displayed in or on their vehicle any signs, notices, advertisements, video or audio display etc either for the purpose of advertising or by way of identifying or personalising marks. However, the Authority will consider varying this prohibition on application from vehicle licence holders in accordance with the terms of these conditions.

Applications for approval of advertisements must be made in writing on the approved form to the Licensing Team Leader. The form must be accompanied by a copy of the proposed advertisement in full colour.

Permitted advertisements may be displayed in the interior of vehicles on the underside of tip-up seats and these must be encapsulated in clear non-flammable plastic or be manufactured of rigid plastic.

#### 9. COMPANY SIGNS

##### **Cars**

Company (Operator) signs (not magnetised) shall be displayed on the two front doors (upper half panel in line with Authority signs). The maximum size shall be 770mm x 260mm.

A sign may be displayed on the rear of the vehicle advertising the company but it shall not exceed 100mm in height and the telephone number should not exceed 75mm in height.

A copy of any proposed company sign shall be forwarded to the Licensing Section for approval.

##### **MPV's**

Company (Operator) signs (not magnetised) shall be displayed on the two front doors (upper half panel in line with Authority signs) of private hire vehicles. Signs may be displayed on the rear of the vehicle advertising the company (but not the window). A copy of any proposed company signage shall be forwarded to the Licensing Section for who shall approve by vehicle make and model, signage parameters in proportion to the design of each vehicle.

##### **Other (Large) Vehicles**

The Authority shall approve, by vehicle make and model, signage parameters in proportion to the design of each vehicle. Company (Operator) signs (not magnetised) shall be displayed on the two front doors (upper half panel in line with Council signs).

All company signs shall be the same for each vehicle.

**The words "For Hire", "Cab" or "Taxi" must not be included even if the name of the firm includes such words.**

#### 10. PERIOD OF LICENCE

A licence shall be in force from the time it is taken out until the expiration of the period of twelve months beginning with the first day of the month in which it is taken out.

#### 11. LICENCE RESTRICTION

A private hire vehicle licence is issued in respect of the vehicle the registration number of which is shown on the licence and cannot in any circumstances be an authority for the use of any other vehicle as a private hire vehicle.

12. TRANSFER OF LICENCE

The proprietor of a private hire vehicle must notify the Council in writing of the name and address of a person to whom the vehicle is sold or transferred within 14 days of the transfer.

Applications for the transfer of a licence during the currency thereof will be considered and, subject to compliance with the necessary conditions, will be granted.

13. WARNING

Any false statement or information given to the questions set out in the application form may result in cancellation of the licence.

14. RIGHT OF APPEAL

Any person aggrieved by the refusal of the Council to grant a private hire vehicle licence may appeal to a Magistrates' Court.

**Dover District Council is a data controller under General Data Protection Regulation (GDPR), your attention is drawn to our Corporate Privacy Notice available at <https://www.dover.gov.uk/privacy>. This explains how we will use and share your personal information and protect your privacy and rights.**

Applications for private hire licences should be made to the Licensing Section, White Cliffs Business Park, Dover, Kent CT16 3PJ (Telephone: Dover (01304) 872295).

Mr Nigel Wheeler

17 August 2019

## Your Direct Debit for vehicle tax has been successfully set up / renewed

Dear Mr Nigel Wheeler

**Vehicle registration number:** LD60XMK

Thank you for arranging to pay the vehicle tax by Direct Debit.

Please check that the details below and your payment schedule (over the page) is correct:

- bank account name: Nigel Wheeler
- bank account number: [REDACTED]
- bank sort code: [REDACTED]

If the information is wrong please contact your bank.

**Your bank statement details will show:**

- your reference LD60XMK
- DVLA identifier. [REDACTED]

**Important documents for you to keep:**

- this schedule showing the payment amount(s) and date(s)

**Cancelling your Direct Debit:**

- If you cancel the Direct Debit before you make the first scheduled payment your vehicle will not be taxed from the date the previous tax ran out (expired).
- You can cancel your single payment Direct Debit once we have taken the scheduled payment.
- If you cancel your monthly Direct Debit before we take a scheduled payment your vehicle will not be taxed from the end of the month that we took the last successful payment.

**If you tell us you have sold, scrapped, exported or made a Statutory Off Road Notification (SORN) we will cancel your Direct Debit.**

**When it is time to renew your vehicle tax:**

- Your vehicle tax should renew automatically and we will send a new payment schedule.
- You do not need to wait for us to take the first payment before you use the vehicle on the road.

**If you do not pay the agreed Direct Debit you may get a late licensing penalty and enforcement action taken against you.**

Yours sincerely

**Rohan Gye**

Vehicles Service Manager



# MOT test certificate

① Vehicle identification number

**W0LGT6EC9B1047129**

②a Registration number

**LD60XMK**

②b Country of registration

**GB**

Make and model

**VAUXHALL INSIGNIA**

⑤ Vehicle category

**M1**

④ Mileage

**65,355 miles**

Mileage history

**51,074 miles**

02.04.2019

**39,454 miles**

06.10.2018

**36,474 miles**

19.12.2017



Driver & Vehicle  
Standards  
Agency

## ⑦ Pass

### Monitor and repair if necessary (advisories)

- Tyre slightly damaged/cracking or perishing Nearside Rear [5.2.3 (d) (ii)]
- Tyre slightly damaged/cracking or perishing Offside Rear [5.2.3 (d) (ii)]
- Tyre worn close to legal limit/worn on edge Nearside Rear [5.2.3 (e)]
- Tyre worn close to legal limit/worn on edge Offside Rear [5.2.3 (e)]
- Brake pad(s) wearing thin Offside Front [1.1.13 (a) (ii)]

⑧b Date of the test

**12.10.2019**

⑧ Expiry date

**11.10.2020**

To preserve the anniversary of the expiry date, the earliest you can present your vehicle for test is 12.09.2020.

⑨ Location of the test

**ASH, CANTERBURY, CT3 2HR**

⑩ Testing organisation and inspector name

**89263 GUILTON FORGE GARAGE  
P. W. RALPH**

MOT test number

**6925 1688 4294**

Check that this document is genuine by visiting [www.gov.uk/check-mot-history](http://www.gov.uk/check-mot-history)

If any of the details are not correct, please contact DVSA by email at [enquiries@dvsa.gov.uk](mailto:enquiries@dvsa.gov.uk) or by telephone on 0300 1239000.

Receive a free annual MOT reminder by subscribing at [www.gov.uk/mot-reminder](http://www.gov.uk/mot-reminder) or by telephone on 0300 1239000.



Reference number: [REDACTED]

Please make a note of this reference number for any future contact with the DVLA.

**Payment Schedule**

Instalment Number	Payment Date	Payment Amount
1	3 September 2019	£22.75
2	1 October 2019	£22.75
3	1 November 2019	£22.75
4	2 December 2019	£22.75
5	2 January 2020	£22.75
6	3 February 2020	£22.75
7	2 March 2020	£22.75
8	1 April 2020	£22.75
9	1 May 2020	£22.75
10	1 June 2020	£22.75
11	1 July 2020	£22.75
12	3 August 2020	£22.75

Total Amount Payable: 273.00

If the above instalment details are incorrect please call us on 0300 790 6802. We are open 8am to 7pm Monday to Friday and 8am to 2pm on Saturday. Otherwise, no further action is required and we'll process your Direct Debit as normal. It is your responsibility to ensure that payments are taken as scheduled above.

Your Direct Debit should automatically renew when the vehicle tax is due. Further information will be sent to you with your payment schedule.

Find more information [www.gov.uk/vehicle-tax-direct-debit](http://www.gov.uk/vehicle-tax-direct-debit)

This guarantee should be detached and retained by the payer.

---

**Certificate of Motor Insurance**

Note: This **certificate** should be read together with **your policy**.

If you need to make a claim under this **policy**, please call: +44 (0)845 213 8898

---

Name of policyholder:

Period of insurance: From:  To:

Policy number:

Registration number or chassis number of vehicle:

**Named insured persons**

All drivers must have a valid licence to drive a vehicle and must not be disqualified for holding or obtaining such a licence.

---

**Class of Use**

Social, Domestic and Pleasure purposes and Private Hire, including the carriage of passengers for hire or reward.

Any other public hire, business use, racing, pacemaking, speed testing, rallies or trials (including the Gumball rally and Cannon Ball run), competitions, use on the Nurburgring is excluded.

---

I hereby certify that the policy to which this Certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, the Isle of Man, the Island of Guernsey, the Island of Jersey and the Island of Alderney.

HISCOX INSURANCE COMPANY LTD  
Authorised Insurers

  
Steve Langan  
Managing Director Hiscox UK

Registered Office: 1 Great St Helen's, London, UK, EC3A 6HX  
Advice to third parties: nothing contained in this **certificate** affects **your** right as a third party to make a claim.

---