

**Form 1(Part B) - Application For A Licence**

**Activity Information:**

8. Licence Type: (Please indicate what type of licence you wish to apply for by placing X in the appropriate box – please note that you can only apply for one licence per form):

Taxi Car (TAXI) (Go to Section 9)		Taxi Driver (TXDR) (Go to Section 10)		Street Trader (STRA) (Go to Section 11)	
Private Hire Car (PHIR) (Go to Section 9)		Private Hire Driver (PHDR) (Go to Section 10)		Window Cleaner (WICL) (Go to Section 11)	
Late Hours Catering (LHCA) - (Go to Section 11)		Second Hand Goods Dealer (SHDE) (Go to Section 11)		Second Hand Motor Dealer (SHMD) – (Go to Section 11)	
Boat Hire (BHIR) (Go to Section 11)		Metal Dealers (METD) (Go to Section 11)		Public Entertainment (PBEN) (Go to Section 11)	
Market Operator (MAOP) (Go to Section 11)					

9. **Taxi and Private Hire Car Application Only:**

(i) Vehicle Details:

Please complete the following information:

Registration Number of Vehicle to be licensed:

Date Vehicle First Registered:

Make of Vehicle: (eg Ford, Vauxhall etc)

Vehicle Model: (eg Mondeo, Vectra etc)

Number of Doors:

Description of Vehicle: (eg Estate, Saloon etc)

Colour:

Chassis Number:

Number of Passengers:

Width across back seat (must be a minimum of 51 inches/129.5 cms)

Insurance Documents Enclosed:

CERTIFICATE/COVER NOTE  
(delete as applicable)

Insurance Cover Expiry Date:

MOT Document Enclosed:  
(if applicable)

YES/NO  
(delete as applicable)

MOT Expires on Date:

Date Vehicle  
Last Inspected:

Name and Address of  
Motor Mechanic who  
undertook said  
inspection:

	Days on which the Vehicle will be available for Hire:		During which Hours:	
<b>ONCE THESE DETAILS ARE COMPLETE – PLEASE GO TO SECTION 16 DECLARATION</b>				
<b>10.</b>	<b><u>Taxi and Private Hire Driver Application Only:</u></b>			
	NOTE - APPLICANTS AGED 65 YEARS AND OVER WHO ARE MAKING APPLICATION FOR A TAXI/PRIVATE HIRE DRIVER'S LICENCE WILL BE REQUIRED TO SUBMIT A MEDICAL CERTIFICATE. THIS CERTIFICATE SHOULD BE OBTAINED BY THE APPLICANT FROM THEIR GP AND ANY CHARGE LEVIED MET BY THE APPLICANT. IT SHOULD ALSO BE NOTED THAT SHOULD AN APPLICANT REACH THEIR 65 <sup>TH</sup> BIRTHDAY DURING THE PERIOD OF THE LICENCE, A MEDICAL CERTIFICATE WILL ALSO REQUIRE TO BE PRODUCED AT THAT TIME. AGAIN THIS WILL BE OBTAINED AT A COST TO THE LICENCE HOLDER.)			
	Does the applicant intend to work as a full time taxi/private hire driver	YES/NO (delete as applicable)	If NO, please give further details:	
	How long have you held a full drivers license authorising you to drive a motor car:		<b>YRS</b>	<b>MNTHS</b>
	Name and Address of the licensed operator of the vehicle/s the applicant intends to drive: (Note: this should be the name as featured on the licence):			
<b>TAXI/PRIVATE HIRE DRIVER APPLICATION - ONCE THESE DETAILS ARE COMPLETE – PLEASE GO TO SECTION 16 DECLARATION</b>				
<b>11.</b>	<b><u>Activity/Premises Details:</u></b>			
(i)	<b><u>Third Party Indemnity Insurance:</u></b>			
	Please give full details of the policy held (please also include a copy of this policy with your application):			
	Policy Expiry Date:			
(ii)	<b><u>Premises:</u></b>			
	Where applicable, please give the name and address of the premises for which the licence is required.			
	Please give details of the location of these premises (a sketch of the layout of premises should also be included with your application)			
	Are you the owner of these premises	YES/NO (delete as applicable)		
	If NO, have you included a letter of consent from the owner of the premises which permits you to use premises for your intended purpose:	YES/NO (delete as applicable)	If NO – your application cannot be processed until such time as said letter of consent is obtained and forwarded	
	Where applicable, please specify the kind/s of entertainment or recreation to be carried on the premises			
	OR			
	Where applicable, state the nature of the goods/activities you intend trading/selling (it is important for all goods to be listed as any licence granted will specify the exact goods/services which can be sold/undertaken):			

	Please specify the days and times it is proposed that the premises will be open for either of the above:	Days:		Times:	
	Please indicate the maximum number of persons it is proposed to be admitted to the premises an any one time:				
Applications for Licences for :					
Metal Dealer - Go to Section 12		Market Operator - Go to Section 13		Street Trader - Go to Section 14	
Boat Hire - Go to Section 15		All other applicants – go to Section 16 Declaration			
<b>12.</b>	<b><u>Metal Dealer Application ONLY:</u></b>				
(i)	Please state the address of the premises at which the metals will be stored until after the expiry of 48 hours after their acquisition:				
(ii)	Are the metals to be disposed of in the same condition in which they are received	YES/NO (delete as applicable)			
(iii)	If NO, please indicate:				
	- the nature of any process or processes to be carried out in relation to the metal received:				
	- the address of the place at which any process or processes are to be carried out in relation to the metal received:				
<b>METAL DEALER APPLICATION - ONCE THESE DETAILS ARE COMPLETE – PLEASE GO TO SECTION 16 DECLARATION</b>					
<b>13.</b>	<b><u>Market Operator Application ONLY:</u></b>				
(i)	Please provide details of the provision of toilet facilities:				
(ii)	Please give details of the arrangements you are proposing to make for the maintenance of order and public safety				
<b>MARKET OPERATOR APPLICATION - ONCE THESE DETAILS ARE COMPLETE – PLEASE GO TO SECTION 16 DECLARATION</b>					
<b>14.</b>	<b><u>Street Trader Application ONLY:</u></b>				
(i)	Please state precisely the localities by reference to street names (and an attached sketch map) in which you propose to trade. (Please note: a letter of consent is required from each landowner and should also be attached to this application)				
(ii)	Please state the type and registration number of any vehicle and/or give dimensions of structure, kiosk, moveable stall or receptacle to be used in connection with street trading:				
(iii)	Does your proposed trading include food business:	YES/NO (delete as applicable)			
<b>If YES, you must obtain a certificate from Argyll and Bute Council in relation to the relevant food and drugs legislation – a copy of which should be included with this application.</b>					
<b>STREET TRADER APPLICATION - ONCE THESE DETAILS ARE COMPLETE – PLEASE GO TO SECTION 16 DECLARATION</b>					

<b>15. Boat Hire Application ONLY:</b>	
(i)	Please give the address of the hire point
(ii)	Please give a description of the intended extent of waters within which the vessels when hired are to operate:

(iii)	Please give details of the vessel/s to be subject of licence (continue on a separate sheet if necessary):			
	Vessel Name:	Type:	Year of Manufacture:	Maximum amount of passengers to be on board:
1.				
2.				
3.				

**BOAT HIRE APPLICATION - ONCE THESE DETAILS ARE COMPLETE – PLEASE GO TO SECTION 16  
DECLARATION**

<b>16. Declaration and Information:</b>	
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I declare that the particulars given by me on this form are true and I hereby make application to Argyll and Bute Council for the grant of the licence applied for above. I understand that I, or any person who, in connection with the making of this application makes any statement which I/they know to be false or recklessly makes any statement which is false in a material particular shall be guilty of an offence and liable, on summary conviction, to a fine not exceeding £2500.00.

I also confirm that, if granted a licence, I will comply fully with the conditions of that licence and have, previous to lodging this application, made myself familiar with the terms of Argyll and Bute Councils' standard conditions pertaining to the licence.

Signature of Applicant:

Note – Please ensure your signature is within the marked box.

Date: \_\_\_\_\_

**Notes:**

1. Any form lodged which has not been fully completed will be considered incompetent and returned to the applicant.
2. The completed form with the required supporting paperwork, as detailed over, must be lodged with:  
**The Head of Legal and Protective Services  
Argyll and Bute Council, Kilmory  
Lochgilphead. PA31 8RT**
3. Please note that the Council may consider the application at a public meeting.

**Supporting Documentation:**

The following supporting documentation along with the appropriate fee **MUST** be lodged with the form otherwise the application will be considered incompetent and returned:

<b>Licence Type:</b>	<b>Supporting Documents:</b>	<b>Fee:</b>
Taxi and Private Hire	Vehicle registration document ; current MOT; current certificate of insurance; driving licence	£
Taxi and Private Hire Driver	2 passport style and size photographs; medical certificate (if applicable); driving licence	£
Street Trader	2 passport style and size photographs; insurance policy; certificate of compliance; planning certificate; where applicable, a letter of consent from landowner (consent is required to trade on a public road); where	£
Boat Hire	Insurance policy; a certificate in respect of each boat to which the application relates – this should be issued by a qualified marine surveyor, naval architect, recognised boat builder or suitably qualified seaman. This certificate should confirm that the boat/s is suitably designed, constructed, maintained and equipped and in a safe condition for the purpose for which and in the place or waters, in which it is to be used.	£
Window Cleaner	2 passport style and size photographs; insurance policy	£
Public Entertainment/Late Hours Catering/Market Operator/Second Hand Motor Dealer/Metal Dealer	Certificate of compliance; Letter of Consent (where applicable)	£
Second Hand Goods Dealer	Certificate of compliance	£



**Data Protection Fair Processing Notice:** Argyll and Bute Council will use and store the information on this form for licensing purposes, including administration. It will disclose information to other public and private sector bodies for this purpose. By submitting this form you consent to processing of personal data (and where appropriate sensitive personal data) about you. You have the right to obtain a copy of your information (on payment of a statutory fee) and to have any inaccuracies corrected.