



**APPLICATION FOR A PRIVATE HIRE / HACKNEY CARRIAGE  
VEHICLE DRIVER'S LICENCE**

**Full Name**

**Address**

**Email address**

**Contact Tel**

**DOB**

**N.I Number**

**Are you legally entitled to work in the UK? Yes / No**

**Signature of Operator/Hackney Carriage Vehicle proprietor proposing to employ you**

AUTHORISED SIGNATURE	BUSINESS NAME
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1. Have you previously held a private hire / hackney carriage vehicle driver's licence with this Council? **Yes / No**  
If so, give year licence held and No of badge.

Number	Year
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2. Have you ever had any convictions/cautions recorded against you? **Yes / No**

3. Do you have any endorsements recorded on your statutory Driving Licence? **Yes / No**

4. Have you ever been refused a licence to drive a private hire or hackney carriage vehicle with this or any other Authority or have you ever held such a licence but had it suspended or revoked? **Yes / No**

If Yes, by which Authority.....

5. Are you employed or engaged in the driving of motor vehicles in connection with your normal occupation. Or any other connection? State fully .....

6. Are you a school contract driver **Yes / No**

7. Are you currently taking medication that could affect your driving **Yes/No**

Applicants Signature ..... Date .....

**This form should be returned with your driving licence and the current licence fee to the Licensing Section, Front Desk Old Town Hall, Blackburn, BB1 7DY Tel (01254) 267666**  
**ANY CHANGE OF ADDRESS OR EMPLOYER TO BE NOTIFIED TO THE LICENSING SECTION IMMEDIATELY.**

**Blackburn with Darwen Council is the data controller for the personal information you supply on this personal data collection form.** Our general privacy notice can be found here <https://www.blackburn.gov.uk/Pages/Privacy-policy.aspx>  
BWDBC's Data Protection Officer can be contacted at [accesstoinformation@blackburn.gov.uk](mailto:accesstoinformation@blackburn.gov.uk)  
The personal data you supply will be used for enforcement and other statutory purposes.  
We may share your data with other law enforcement agencies for the purpose of prevention or detection of crime, but otherwise we won't share your data unless we are required to do so by law.

**PLEASE ENSURE THAT YOU READ THESE NOTES**

**Please note that no licence can be issued to any person until they have held a licence under the Road Traffic Act 1972 (not being a provisional) for at least 12 months.**  
*Knowingly supplying incorrect information in this application form will render you liable to prosecution under the provision of the Local Government (Miscellaneous Provisions) Act 1976. The maximum fine is at present one thousand pounds, and may result in the immediate suspension or revocation of the licence by the Blackburn with Darwen Borough Council.*

## National Register of Taxi Licence Refusals and Revocations (NR3)

The licensing authority provides information to the National Register of Taxi Licence Refusals and Revocations (NR3), a mechanism for licensing authorities to share details of individuals who have had a hackney carriage or Private Hire Vehicle (PHV) licence revoked, or an application for one refused. This is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the licensing authority – that is, assessing whether an individual is a fit and proper person to hold a hackney carriage or PHV licence

Therefore:

- Where a hackney carriage/ PHV licence is revoked, or an application for one refused, the authority will automatically record this decision on NR3.
- All applications for a new licence or licence renewal will automatically be checked on NR3. If a search of NR3 indicates a match with an applicant, the authority will seek further information about the entry on the register from the authority which recorded it. Any information received as a result of an NR3 search will only be used in respect of the specific license application and will not be retained beyond the determination of that application.

The information recorded on NR3 itself will be limited to:

- name
- date of birth
- address and contact details
- national insurance number
- driving licence number
- decision taken
- date of decision
- date decision effective

Information will be retained on NR3 for a period of 25 years.

This is a mandatory part of [applying for] [being granted], a hackney carriage / PHV driver licence. The authority has a published policy on the approach it will take to requests by other authorities for further information about entries on NR3, and about the use it will make of any further information provided to it. You can read that policy at <https://www.blackburn.gov.uk/>

Information will be processed in accordance with the Data Protection Act (DPA) and General Data Protection Regulation (GDPR). Any searches, provision or receipt of information of or under NR3 are necessary to the authority's statutory licensing functions of ensuring that all drivers are fit and proper to hold the applicable licence. It is not intended that any NR3 data will be transferred out of the United Kingdom.

If you wish to raise any issue related to the data protection legislation, including by relying on any of the rights afforded to data subjects under the GDPR, you can do so to the authority's Data Protection Officer at [contact details]. This includes submitting a subject access request.

You always have the right to make a complaint to the Information Commissioner's Office (ICO). Advice on how to raise a concern about handling of data can be found on the ICO's website: <https://ico.org.uk/make-a-complaint/>