



APPLICATION FOR REGISTRATION AS AN OPERATOR OF A PUBLIC PASSENGER VEHICLE IN PART "B" OF THE REGISTER

(Sections 5, 9 and 10 of the Road Transport Act 2001)

Only complete this form if you are planning to operate a single Public Passenger Vehicle (PPV) of up to 8 passenger seats, not being used in conjunction with a taxi radio base, and not being used on a Regular Service.

SECTION 1 – THE OPERATOR'S DETAILS

SURNAME MR/MRS/MISS/MS/DR (Delete as appropriate)

FORENAME(S)

PREVIOUS NAME(S)

HOME ADDRESS

.....

POSTCODE: DATE OF BIRTH/...../.....

TELEPHONE: MOBILE: EMAIL:

TRADING NAME IF APPLICABLE.....

BUSINESS ADDRESS IF APPLICABLE.....

.....

.....

POSTCODE:

TELEPHONE: MOBILE: EMAIL:

Which class of vehicle (PPV) are you applying for?

Tick

PLY FOR HIRE CAR (TAXI) – up to 8 passenger seats

Requires a Ply for Hire Service Licence.

PRIVATE HIRE CAR – up to 8 passenger seats

General purpose

PRIVATE HIRE CAR – up to 8 passenger seats

For Weddings, Special Occasions and pre-booked tours only

PRIVATE HIRE CAR – up to 8 passenger seats

For Funerals and other organised processional events only

OPERATING CENTRE

The Applicant **MUST list AT LEAST ONE Operating Centre** – (i.e. the base where the vehicle is to be normally kept when not carrying passengers).

HOW MANY OPERATING CENTRES DO YOU INTEND TO USE?

NUMBER

PLEASE NOTE: A visual inspection of your proposed Operating Centre(s) may be undertaken prior to your application being heard at a hearing, and an assurance or approval regarding the suitability of the proposed Centre from the Planning Office at DEFA may also be required. You must therefore complete an Operating Centre form (available from the RTALC office) for each Operating Centre you intend to use.

MAIN OR ONLY OPERATING CENTRE ADDRESS

.....
.....
.....

ADDITIONAL OPERATING CENTRE(S)

Do you intend to keep or station your vehicle at any additional 'Operating Centre(s)'? If so, please complete the appropriate details for the proposed Centre(s) below: -

.....
.....

Names and address of Joint Operators, Directors, Partners (or responsible officers in a Public Authority)The Persons (if any) listed in the table below are responsible along with the Applicant Operator named in Section 1, for the Operation of Public Passenger Vehicles licensed to that Operator.

Position:	Position:	Position:	Position:
Name:	Name:	Name:	Name:
Address:	Address:	Address:	Address:
Postcode:	Postcode:	Postcode:	Postcode:

DESIGNATED MANAGER

Is the Operator (named in Section 1 of this form) to be the Designated Transport Manager?

Yes

o

If your answer is NO – give details of the proposed Designated Manager below and include a completed Good Repute form for them with your application.

NAME

ADDRESS

.....

..... **POST CODE**

TEL. **MOB.** **E MAIL**

SUPPORTING DOCUMENTATION

PLEASE LIST HERE ANY DOCUMENTS, WHICH YOU ARE ENCLOSING IN SUPPORT OF YOUR APPLICATION:

.....
.....
.....

DOCUMENTS TO BE SUBMITTED WITH THIS APPLICATION

PLEASE ENSURE THE FOLLOWING ARE ENCLOSED WITH THIS APPLICATION

TICK

The appropriate fee (see Guidance Notes) Amount £

A 'Good Repute' Form (for the Applicant Operator & Designated Manager, if necessary)

A Police 'Vetting Form' (for the Applicant Operator & Designated Manager, if necessary)

Planning Form for your Operating Centre(s)

Service Licence Application Form (if applicable)

ONCE THIS FORM HAS BEEN COMPLETED PLEASE SIGN AND DATE THE DECLARATION OVERLEAF

DECLARATION (BY THE OPERATOR NAMED IN SECTION 1 OF THIS FORM WHO IS APPLYING TO BE REGISTERED)

I understand that it is an offence to give false information in order to become a PPV Operator. I understand that personal details about me will be held on computer, subject to the requirements of the Data Protection Act 2018. I also understand that information on ALL forms relating to the RTLC may be shared with Police Forces, Tax Officials, HMRC and other investigative bodies in relation to any false declaration, crimes and pending convictions/court proceedings including both financial and professional. I also understand that, in the event of the Police commencing an investigation whereby I am a potential suspect, information may be shared between the RTLC and Police for safeguarding/crime prevention purposes. All information shared will be done so under the terms of the Data Protection Act 2018 and the Freedom of Information Act 2015.

I declare that I have checked the answers given in this application and that to the best of my knowledge and belief they are correct. I also declare that I am a fit and proper person as defined in the Road Transport Act 2001.

SIGNATURE

NAME IN BLOCK CAPITALS

DATE

Once completed your form should be submitted to the RTLC Office with the appropriate fee.

PERSONAL INFORMATION (see Section 6 of the Guidance Notes)

You may request erasure, restrictions or amendment of your details at any time if you no longer wish us to process your application. Full details of how and why the RTLC processes your personal information are contained in our Privacy Policy which is available here <https://www.gov.im/about-the-government/statutory-boards/road-transport-licensing-committee/privacy-notice/> or a hard copy can be sent if you prefer.