



Road Transport Licensing Committee

Bing Kied Carbid

Chair: Mr Graham Curphey

This Slieau Whallian, Foxdale Road, St John's, Isle of Man, IM4 3AS
Tel: (01624) 651564 Email: rtl@gov.im Website: www.gov.im/rtl



APPLICATION FOR REGISTRATION OF AN OPERATOR OF PUBLIC PASSENGER VEHICLES IN PART "B" OF THE REGISTER

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

OPERATOR OF 'OWN ACCOUNT' MINIBUS(ES)

PLEASE READ THE ACCOMPANYING GUIDANCE NOTES BEFORE COMPLETING THE APPLICATION FORM

NAME OF THE PPV APPLICANT/OPERATOR WHO IS SUBMITTING THIS APPLICATION: -

Please indicate the Trading Name of the Business, Organisation or Activity, if applicable:

FULL NAME DR / MR / MRS / MISS / MS (delete as appropriate)

TRADING NAME

By completing this form you confirm that you will be operating Minibus(es) for purposes ancillary to a business or activity which is not one wholly or mainly of carrying passengers.

COMPLETE THIS FORM IF YOU ARE APPLYING TO OPERATE:-

TICK ✓

Commercial Courtesy Minibus (9 to 16 passenger seats, plus drivers' seat)

Social Courtesy Minibus (9 to 16 passenger seats, plus drivers' seat)

SECTION 1 – THE OPERATOR'S DETAILS

FORENAME(S)

PREVIOUS NAME(S)

HOME ADDRESS

.....

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

TELEPHONE: MOBILE: EMAIL:

BUSINESS ADDRESS

.....

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

TELEPHONE: MOBILE: EMAIL:

PREVIOUS ADDRESSES OVER LAST 5 YEARS (IF DIFFERENT FROM ABOVE)

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SECTION 2 – THE OPERATOR’S USE OF A MINIBUS(ES) TO CARRY PASSENGERS ‘ FOR HIRE OR REWARD’

Please answer ‘yes’ or ‘no’ to the following, as appropriate: -

TICK ✓

- | | | | |
|---|-----|--------------------------|--------------------------|
| (a) Will you be operating minibus(es) (9 to 16 seats plus driver’s seat) but not a larger bus? | YES | <input type="checkbox"/> | <input type="checkbox"/> |
| (b) Is your application only in respect of operating the minibus(es) in connection with a business or activity that is not one of wholly or mainly carrying passengers? | YES | <input type="checkbox"/> | <input type="checkbox"/> |

If you answered ‘yes’ to BOTH (a) and (b) above, and answer ‘no’ to BOTH (c) and (d) below, you are eligible to be considered for Registration in Part ‘B’ of the Register as an ‘Own Account’ minibus operator, and you should complete this Form (P4). Please write here the main activity of the Business, Public Authority or other Organisation:

.....

If you answer any of these four questions in any other way, you should apply on Form P2 for Registration in Part ‘A’ of the Register

- | | | | |
|---|-----|--------------------------|--------------------------|
| (c) Is a minibus to be used by you to provide transport for people who are not being carried in connection with your main or other activity of your business or organisation? | YES | <input type="checkbox"/> | <input type="checkbox"/> |
| (d) Will a minibus be used by you to provide a regular (timetabled) bus or coach type service? | YES | <input type="checkbox"/> | <input type="checkbox"/> |

Please state here whether your Business or Organisation as a whole is intended to make a profit (<i>other than for the benefit only of a Registered Charity or for an institution or body involved in education, religion, social welfare, recreation or other activities beneficial to the community, other than transport</i>)	YES	<input type="checkbox"/>	<input type="checkbox"/>
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If you answer ‘YES’ to the above question your application is for registration as an ‘Own Account’ **‘Commercial Courtesy’** minibus operation. Upon registration you may use minibus(es) on the Isle of Man for hire or reward for carrying passengers in connection with your non-transport business. You may NOT use your minibus on journeys outside the Isle of Man. **If you wish to do so**, you should apply instead on Form P1 for an Operator Licence. (NOTE: For full commercial operation, only within the Island, you may instead apply for Registration using Form P2).

If you answer ‘NO’ to the above question your application is for registration as an ‘Own Account’ ‘Social Courtesy’ minibus operation. Upon registration you may use minibus(es) on the Isle of Man for hire or reward for carrying passengers in connection with your social activity, but not as a transport undertaking. **If your organisation is involved in education, religion, social welfare, recreation or other activities beneficial to the community other than transport** you may also use YOUR OWN minibuses on journeys outside the Isle of Man on ‘closed door tours’.

Instead of applying for Registration in Part ‘B’ using this Form, you may if you wish, apply for exemption from Registration or Licensing under section 6 of the Road Transport Act 2001; OR apply on Form P2 for a full commercial operation within the Island, OR apply on Form P1 for an Operator Licence for a full commercial operation for journeys on and off the Island.

SECTION 3 – THE PASSENGER VEHICLE(S)

OPERATION OF MINIBUS AS A PUBLIC PASSENGER VEHICLE

Upon registration in Part 'B' of the Register you will be supplied with an Operator Disc for each minibus.

How many Minibuses do you use?

My Business or Organisation will use a minibus (or minibuses) in connection with the following activity in which it is involved: -

TICK ✓

Commercial Business (not being a transport undertaking)

Business (not being a transport undertaking), with all profit accruing only to a Registered Charity

Business (not being a transport undertaking) involved only in education, religion, social welfare, recreation or other activities beneficial to the community other than transport

Non-profit Business or Public Authority (not being a transport undertaking)

Registered Charity (not being a transport undertaking)

Other Voluntary Organisation (not being a transport undertaking)

The Business or other Organisation ticked above is involved in the following activity: -

Education

Religion

Social Welfare

Recreation

Other activities beneficial to the community (specify)

.....

None of the above

WHAT KINDS OF PASSENGERS DO YOU INTEND TO USE A MINIBUS TO CARRY?

Indicate here the type of passengers which you intend to carry.

Please tick one or more boxes, as appropriate

Class A - Members or staff of your Business or Organisation

Class B - (1) If your activity is a **public authority**, customers, clients or any other people who benefit from the activities of your Organisation

(2) If your activity **is a business** (other than an public authority), your customers or clients

Class C - Physically or mentally disabled persons

Class D - Pupils or students and staff from any educational establishment

Class E - Any other kinds of passengers: (indicate below)

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SECTION 4 – THE OPERATING CENTRE(S)

(i.e. the base(s) where the vehicle(s) is to be normally kept when not carrying passengers).

The Applicant MUST list AT LEAST ONE operating centre

HOW MANY OPERATING CENTRES DO YOU INTEND TO USE?

NUMBER

PLANNING APPROVAL

PLEASE NOTE: A visual inspection of your proposed operating centre(s) will be undertaken prior to your application being heard at a hearing, and you will also require an assurance or approval regarding the suitability of the proposed Centre from the Planning Office at DEFA.

You must therefore complete a planning approval form (available from the RTLC office) for each operating centre you intend to use.

If you intend to keep your vehicle(s) on the public highway and a parking permit is required, please attach a photocopy of your parking permit authorisation.

THE MAIN (OR ONLY) OPERATING CENTRE (Operating Centre 1)

Address of the MAIN (or only) operating centre: -

.....

.....

..... Post Code:

ADDITIONAL OPERATING CENTRE(S)

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

Centre No.	Address (include Post Code)
2	
3	

SECTION 5 – RESPONSIBILITY OF THE OPERATOR

SECTION 5A - 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, together 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:

