

DATE REC

**APPLICATION TO TRANSFER A PRIVATE HIRE VEHICLE LICENCE** **LG29**

NOTE: (i) Before completing this form, applicants are advised to carefully read the notes on the back page  
(ii) Please complete the form in BLOCK CAPITALS

**DETAILS OF TRANSFERORS (Old Owner(s))**

1. Full details of Old Owner(s)

**FIRST OR ONLY PROPRIETOR**

<b>Surname</b>					<b>Date of Birth</b>	
<b>Title</b>	Mr	Mrs	Miss	Ms	<b>Forenames</b>	
<b>Home Address</b>						
<b>Postcode</b>					<b>Telephone No.</b>	

**SECOND OR PART PROPRIETOR (if any)**

<b>Surname</b>					<b>Date of Birth</b>	
<b>Title</b>	Mr	Mrs	Miss	Ms	<b>Forenames</b>	
<b>Home Address</b>						
<b>Postcode</b>					<b>Telephone No.</b>	

2. Details of Vehicle to be Transferred

<b>Plate/Licence No.</b>		<b>Expiry Date</b>			
<b>Registration No.</b>					
<b>Make</b>					
<b>Model</b>					
<b>Meter/Model No.</b>		<b>Date first registered (excluding driver)</b>			
<b>Passenger Capacity</b>					
<b>No. of Doors</b>		<b>Is vehicle right hand drive?</b>	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">*Yes</td> <td style="width: 50%; text-align: center;">No</td> </tr> </table>	*Yes	No
*Yes	No				

**APPLICANTS ARE ADVISED THAT TO KNOWINGLY OR RECKLESSLY MAKE A FALSE STATEMENT OR OMIT ANY MATERIAL PARTICULAR FROM THIS APPLICATION OR ANY DOCUMENT SUBMITTED WITH IT IS AN OFFENCE PUNISHABLE ON CONVICTION BY A FINE OF UP TO £1000.**

I / We hereby request that the Council transfer the vehicle listed above to the person(s) named overleaf. I / We declare that to the best of my / your knowledge and belief the answers given are true.

Date:

Usual signature of Applicant(s):

## DETAILS OF TRANSFEREE(S) (New Owner(s))

### 3. Full details of New Owner(s)

#### FIRST OR ONLY PROPRIETOR

<b>Surname</b>					<b>Date of Birth</b>	
<b>Title</b>	Mr	Mrs	Miss	Ms	<b>Forenames</b>	
<b>Home Address</b>						
<b>Postcode</b>					<b>Telephone No.</b>	

#### SECOND OR PART PROPRIETOR (if any)

<b>Surname</b>					<b>Date of Birth</b>	
<b>Title</b>	Mr	Mrs	Miss	Ms	<b>Forenames</b>	
<b>Home Address</b>						
<b>Postcode</b>					<b>Telephone No.</b>	

#### 4. Name of firm who is to supply bookings

--

**APPLICANTS ARE ADVISED THAT TO KNOWINGLY OR RECKLESSLY MAKE A FALSE STATEMENT OR OMIT ANY MATERIAL PARTICULAR FROM THIS APPLICATION OR ANY DOCUMENT SUBMITTED WITH IT IS AN OFFENCE PUNISHABLE ON CONVICTION BY A FINE OF UP TO £1000.**

**I / We hereby request that the Council transfer the vehicle listed above from the person named overleaf to myself / ourselves.**

**I / We declare that to the best of my / your knowledge and belief the answers given are true. I / We am/are the proprietor of the vehicle overleaf as defined by Section 80 of the Local Government (Miscellaneous Provisions) Act 1976.**

**Date:**

**Usual signature of Applicant(s):**

#### NOTES FOR THE ASSISTANCE OF APPLICANTS

THESE NOTES ARE INTENDED ONLY AS A GENERAL GUIDE FOR A FULL EXPLANATION OF THE ADMINISTRATIVE PROCEDURES AND THE LAW REFERENCE SHOULD BE MADE TO THE GUIDE TO APPLICANTS AVAILABLE FREE OF CHARGE FROM THE LICENSING TEAM, GROUND FLOOR, BOLTON TOWN HALL, BOLTON, BL1 1RU. THE STAFF THERE WILL ALSO ASSIST YOU WITH ANY PARTICULAR QUESTIONS YOU MAY HAVE.

#### HOW TO APPLY FOR THE TRANSFER OF A VEHICLE LICENCE

- (a) Book an appointment with the Licensing Team 01204 336584
  - (b) Take to the One stop Shop, Ground Floor, Bolton Town Hall, Bolton, BL1 1RU
  - (i) This form completed in full
  - (ii) The transfer fee (ask at the Licensing Unit for current fees)
  - (iii) A current certificate of insurance (or cover note) for private hire use in the name of the new owner
- (c) Both the old and the new owners must sign the form.