

Application for a new local area hackney vehicle licence

See separate guidance note for information on applying for a local hackney licence and the separate process to obtain the required driver's licence.

Section 1: Applicant details

Licence holder surname																										
Licence holder first name(s)																										
PPS number																										
Date of birth	DD		/	MM		/	YYYY																			
Current address																										
Contact phone numbers	Landline													Mobile												
Email																										

Section 2: Area Details

Area in respect of which licence is sought: _____

Name of Local Council: _____

How many SPSV services are currently operating in or around the area specified above?	Number of services
Taxi (including Wheelchair Accessible Taxi)	
Hackney (Including Wheelchair Accessible Hackney)	
Local Area Hackney	

Section 3: Area Eligibility Requirements

Please confirm that the following documents are attached (tick box if attached):

Confirmation of need from an established organisation representing local businesses or Confirmation of need from a community group with charitable tax status	<input type="checkbox"/> or <input type="checkbox"/>
Needs analysis study carried out by or on behalf of the relevant local authority, including a map of the specified area	<input type="checkbox"/>
Letter confirming need signed by Manager or Director of Services of relevant local authority	<input type="checkbox"/>

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Section 4: Vehicle details

Vehicle registration number

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Make:

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Model:

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Is the vehicle less than 10 years old

Yes ☐

No ☐

Section 5: Terms and conditions applying to the application for, and holding of, a local area hackney licence

By applying for the grant of a local area hackney licence I agree to the terms and conditions listed below:

- I grant the National Transport Authority permission to verify my tax clearance status with Revenue.
- I confirm that the associated vehicle is taxed, and will remain taxed during the period of validity of the licence.
- I confirm that the associated vehicle will be insured for use as a small public service vehicle during the period of validity of the licence.
- If granted a local area hackney licence, I confirm that I will comply with the regulations applying to the holder of a local area hackney licence, which include, without limitation, that:
 - I will ensure that the vehicle associated with this licence is available for hire as a local area hackney in respect of the area listed on the licence;
 - I will not apply for, or hold, any other small public service vehicle licence in respect of any other vehicle; and
 - I will not advertise the provision of services for hire outside of the area listed on the licence.
- As the licence-holder, it is my responsibility to promptly notify the National Transport Authority of any change to my contact details.
- The National Transport Authority will use the information provided for the purpose of administering the SPSV licensing system and in order to perform the functions assigned to it by the Taxi Regulation Act 2003 and the Taxi Regulation Act 2013 including the maintenance of a public register of SPSVs. Information provided will be shared with certain authorised third parties where necessary in order to carry out our licensing function and for the purposes of law enforcement. The National Transport Authority is registered with the Office of the Data Protection Commissioner and all information sharing will be performed in accordance with the Data Protection Acts 1988 and 2003.
- The National Transport Authority is authorised to collect Personal Public Service (PPS) Numbers for identification purposes only and will not share same with any unauthorised third party.
- The operation of an SPSV licence is subject to the provisions of the Taxi Regulation Act 2003, Taxi Regulation Act 2013, Road Traffic Acts 1961-2006, Roads Act 2007, Public Transport Regulation Act 2009 and any statutory instruments made thereunder.
- I confirm that the particulars furnished herein are true and accurate.
- I accept that false or misleading information may lead to prosecution and/or the revocation of my licence.
- I also accept that incomplete or inaccurate information may delay the issue of a licence.
- I have read and understood the above terms and conditions which apply to the issue of a local area hackney licence by the National Transport Authority.
- In accepting the within terms and conditions I agree to be bound by them.

I hereby apply for the grant of a local area hackney licence in respect of the vehicle specified in Section 3 above in relation to the area specified in Section 2 above. I declare that the particulars furnished herein are true. I have read and understood the above terms and conditions which apply to the issue of a local area hackney licence by the National Transport Authority.

Signed

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Date

D	D	/	M	M	/	Y	Y	Y	Y
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Section 6: Submission of form and supporting documents

Submit the this application form, together with the three supporting documents set out in Section 3 above, including a map, to:

Taxi Licensing Section,
National Transport Authority,
Dun Scéine,
Harcourt Lane,
Dublin 2.

For further information or assistance please contact the our Industry Information Line on 0761 064 000
or visit the Authority's website at www.nationaltransport.ie.