

What we're doing?

On Monday 9th January 2023, the way you submit your Private Hire and Hackney Licence applications is changing.

Our previous online application system is being replaced with a newer, easier to use system. You will be able to submit all applications on this system.

Alongside this, we have updated our website, where you should be able to find information on what you will need to submit alongside your application, if you do need to contact us, we will be introducing Online Contact Forms, where you can submit your enquiries.

What will applications look like?

bristol.gov.uk Renewal Private Hire Vehicle Licence - Data search

Reference Number * RH2GECDN1AQ00

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Reference Number – This will be provided to you in your renewal letter, you will need this number in order to apply for your renewal. This number will change every time we issue you with a new licence.

bristol.gov.uk Renewal Private Hire Vehicle Licence - Form

Current Applicant Details

* Indicates a mandatory field

Your current details are shown below. If any of the information is incorrect, please update it. These details will be used in your renewal application.

Title *
Lady

First name *
Name

Surname *
Test

Organisation/Company Name
test org

* A red asterisk indicates that you must fill in this field to be able to proceed with your application.

Street Address *

2 The Custom House
Redcliff Backs
Bristol
BS1 6NE

Contact number *

43

Email *

I confirm the above details are correct *

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Renewal Private Hire Driver Licence - Form

DVLA Driving Licence

* Indicates a mandatory field

Have you been charged with any new motoring offences since your current licence was issued? *

Yes No

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There are some pages which require you to provide further information when you click yes, such as this one.



Motoring Offences (1)

** Indicates a mandatory field*

Your offence type, date and points can be found here.

Offence Type *

AC30 - Undefined accident offences

This is a drop-down box, and you will be able to select the relevant offence.

Offence Date *

04/10/2022

Penalty Points *

3

Enter another "Motoring Offences"

Tick the above checkbox to enter another set of this data.

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Operator Details

** Indicates a mandatory field*

Please select the name of the person, proprietor, company or firm for whom you will drive. *

This is a drop-down box with a list of every Bristol City Council Licensed Operator, and you will be able to select the Operator you work for.

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You will be asked to complete a declaration at the end, you need to ensure you have read this fully.

Declaration

* Indicates a mandatory field

- I understand that by completing and returning this form, I consent to the processing of information about me, including medical information and criminal convictions and cautions, for the purposes of my application for and holding of, if granted, a licence.
- I declare that I have the lawful right to live and work in the United Kingdom and I understand that I will be required to provide original documents to demonstrate that right. A list of acceptable documents has been published by the Home Office. <https://www.gov.uk/government/publications/licensing-authority-guide-to-right-to-work-checks>
- I understand that the council may use the information in this form for internal purposes and to maintain a statutory register of driver's details and may disclose the information to persons or organisations in accordance with the Council's registration under the Data Protection Act 2018. I also understand that information in this form may be disclosed as part of a report to the body or person who will determine my application and that any information may be made public.
- I understand that any criminal convictions, civil convictions and/or endorsements or cautions must be notified to the council within 7 days.
- What the law says: Section 57(3) of the Local Government (Miscellaneous Provisions) Act 1976 states: If any person knowingly or recklessly makes a false statement or omits any material particularly in giving information he or she shall be guilty of an offence.
- I understand that as part of the application process I must provide an enhanced criminal records certificate from the Disclosure and Barring Service, and that the information will be used for the purpose of assessing my application for a licence.

Name *

Test name 1 TXPHVR

Date *

19/10/2022

Declaration Made *

I confirm that I have the right to work in the UK and I understand that I will be asked or documentation to prove this *

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

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Attached files

Used: 2103 / 7200 KB

Test_powerpoint.pptx (733 KB)	This is where you can upload supporting documents such as your DVLA Mandate.	!
Test_doc.docx (13 KB)		🗑️
sock_tif.tif (685 KB)		🗑️
Test_email.msg (174 KB)		!
test.txt (1 KB)		🗑️
sock_jpeg.jpg (63 KB)		🗑️
test_pdf_creator.pdf (82 KB)		🗑️
test.xlsx (12 KB)		🗑️
sock_gif.gif (374 KB)		🗑️
sock_png.png (873 KB)		🗑️
sock_bitmap.bmp (2304 KB)		!

Supporting files

No file chosen

Any files which may be relevant to your submission

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Contact forms

If you need to contact us you will need to submit a contact form, this is replacing our email address, which will no longer be in use.

The contact forms will help us to make sure we have all of your information in order to locate your licence or application and respond to you more quickly.

Contact us about your taxi licence

What do you want to do?

- Apply for a new licence
- Renew an existing licence
- Upload additional documents for a licence application
- Tell us about a change in your circumstances
- Pay a licence fee
- Ask for an exemption from carrying wheelchair passengers or assistance dogs
- Ask to transfer a vehicle licence
- Change registration number for a licenced vehicle
- Get help with the DVLA form, medical checks, DBS
- Tell us you've been charged for using a bus lane
- Other

Submit >

Your details

Fill in this form to tell us about a change in your circumstances. We'll get back to you within [X working days].

The total size of files you upload must be 19MB or less.

Your full name

Your email address

Your phone number (optional)

Badge number, plate number, or licence number

If you're changing registration number, give us the vehicle plate number here

Reason for contact

This is what the contact forms will look like, this example is for a change in your circumstances. There are fields you will need to fill in so we can identify who you are and why you are contacting us. You are also able to upload supporting documents. For example, if you have changed your name, you will be able to upload the deed poll document.

Upload document

No file chosen
Maximum file size is 10MB

Upload document (optional)

No file chosen
Maximum file size is 10MB

Upload document (optional)

No file chosen
Maximum file size is 10MB

Upload document (optional)

No file chosen
Maximum file size is 10MB

Read our [privacy statement](#) to see what we do with your personal information.