

(Before completing application form please refer to Booking Office Notes)

ANGUS COUNCIL

CIVIC GOVERNMENT (SCOTLAND) ACT 1982

APPLICATION FOR A BOOKING OFFICE LICENCE

PLEASE TICK FOR

Grant

or

Renewal

<p>Where the applicant is a partnership or a company go to question 4.</p> <p>1. Full name of applicant (including any former name, where applicable)</p>	
<p>2. Home address (including postcode)</p> <p>Telephone Number/Mobile Number E-mail Address</p>	
<p>3. Applicant's date and place of birth</p>	
<p>Where the applicant is an individual go to question 6</p>	
<p>4. Where the applicant is a company or partnership:- Full name of company or partnership</p>	
<p>5. (a) Address of Registered or principal office</p> <p>(b) Names, private addresses and dates of birth of all directors, partners or other persons responsible for management of the company or partnership</p> <p>(continue on a separate sheet if necessary providing the relevant question number):-</p>	
<p>6. Full name(s), address(es) and date(s) of birth of any employee(s) or agent(s) who will carry on day-to-day management of the activities to be covered by the licence.</p> <p>(continue on separate sheet if necessary):-</p>	
<p>7. Name (if any) and address of the premises for which a licence is required.</p>	
<p>8. Are there 4 or more taxis and/or private hire cars operating out of the booking office at any time?</p>	<p>YES/NO (delete as appropriate)</p>

9. Plate Numbers (issued by the Council) of all taxi and private hire vehicles operating out of the booking office.	Taxi		Private Hire	
10. Where the application is for renewal of a Booking Office Licence please give the licence number.				
11. Has the applicant had a previous application for a booking office licence refused? If "yes", give details including the date of the application.				
12. Has the applicant held a booking office licence which has been suspended or revoked or has the applicant been disqualified from holding a booking office licence? If "yes", give details.				
13. State below particulars of any convictions of or offences committed by the applicant or any person(s) named in questions 4 and 5 overleaf. Please note that these may be discussed and considered in public by the Civic Licensing Committee. Convictions which are spent under the Rehabilitation of Offenders Act 1974 do not have to be included but may also, in certain circumstances, be referred to by the Committee:- (continue on separate sheet if necessary):-				
Name of Person	Date	Court	Offence	Sentence/Fine

DECLARATIONS:-

1. (a) The applicant, declares that in accordance with paragraph 2(2) of Schedule 1 of the Civic Government (Scotland) Act 1982, the applicant shall, for a period of 21 days **commencing with the date on which this application was submitted to the Council**, display at or near the premises so that it can conveniently be read by the public, a notice complying with the requirements of paragraph 2(3) of the said Schedule.

OR

- (b) The applicant declares that they are unable to display a notice of this application at or near the premises because they have no rights of access or other rights enabling them to do so, but that the applicant has taken the following steps to acquire the necessary rights, namely:- (here specify the steps taken)

but has been unable to display the notice.

Delete part (a) or (b) as appropriate. **Where declaration (a) is made there must be produced to the Council as soon as possible after the expiry of the 21 day period a Certificate of Compliance with paragraph 2(2) of the said Schedule.**

2. Angus Council is under a duty to protect the public funds it administers. As a result, the information provided by the applicant will be passed to the Council's Finance Division to check whether the applicant has outstanding debts with the Council in relation to such matters as Council tax and non-domestic rates. The Council may also share information about the applicant with other Departments of the Council and with other bodies administering public funds for the prevention of crime and the detection of fraud, such as Government departments and other local authorities.

I declare that the particulars given on this form are correct to the best of my knowledge and belief.

The applicant authorises the use of the information provided for the above purposes and hereby makes application to Angus Council for the grant or renewal of the licence applied for.

Date..... **Signature of Applicant (or agent if applicable)**

Capacity/Position in company (if not otherwise stated) (e.g. partner, employee)

Address of Agent (if applicable)

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NOTES

- To be lodged with the Head of Law and Administration, Angus Council, Forfar together with the appropriate lodging fee. The application will not be processed without payment of the appropriate fee.**
- Any person who in, or in connection with, the making of this application makes any statement which he knows to be false or recklessly makes any statement which is false in a material particular shall be guilty of an offence and liable, on summary conviction, to a fine not exceeding £2,500.**

FOR OFFICE USE ONLY

Date, Amount and Receipt Number		Date Passed to Consultees	Date Observations Received	
			Police.....Fire..... Finance.....Planning.....	
Date of Decision	Decision	Expiry Date	Number of Licence and Date of Issue	Return of Cert of Compliance