



APPLICATION FORM FOR AN OPERATOR LICENCE

Local Government (Miscellaneous Provisions) Act 1976

Surname		Mr/ Mrs/ Miss (Please delete as applicable)	
First Names (in full)			
Full Home Address			
Postcode			
Telephone Number		Mobile Number	
Date of Birth			

Name of Business	
Address from which business is to be carried out (this must be within Bracknell Forest)	
Telephone Number(s) of business (this must be a landline)	

Do you propose to operate any vehicle in partnership?	YES/*NO
If YES to the above please give full name(s) and address(es). Please continue on a separate sheet if necessary.	
Have you been or are you a Director or Secretary of any registered Company?	YES/*NO
If YES to the above please give full name and address of company	
Are you applying as a Company?	YES/*NO
If YES to the above please give full name(s) and address(es) of all Directors and Secretaries of the company	

Guidance Notes

All new applicants must supply a Basic Disclosure of criminal convictions from Disclosure Scotland.

When you [request](#) an application form from Disclosure Scotland, you will receive a pack containing the form and guidance notes on how to complete the form.

Website <http://www.disclosurescotland.co.uk/appprocess.htm>

Helpline **0870 609 6006** Fax **0870 609 6996** Email info@disclosurescotland.co.uk

or write to:

Disclosure Scotland
PO Box 250
Glasgow
G51 1YU

Operators will be required to resubmit details every 3 years or as required by the Licensing Officer.

Fees for licences 2008/2009

Number of Vehicles	£
1 – 5 vehicles	140.00
6-10 vehicles	260.00
11-15 vehicles	400.00
16-20 vehicles	600.00
21+ vehicles	750.00

Payment Information

Payment can be made in the following ways:

By Cash or Cheque (made payable to Bracknell Forest Borough Council) at Time Square. Please allow 28 days for the cheque to clear.

By Credit or Debit card at Time Square or over the phone on 01344 352000

Please tick to confirm you have enclosed the following with your application:

<input type="checkbox"/>	A receipt showing payment of the fee (non-refundable) or a cheque made payable to Bracknell Forest Borough Council.
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The completed form, fees and any enclosures should be handed into the Environment and Leisure reception, Time Square, Market Street, Bracknell. Please note only fully completed applications with all the correct fees and enclosures will be accepted.

Please note you will be required to collect your licence from Environment Reception, Time Square, Market Street. Licences will no longer be sent out in the post.

An applicant commits an offence if they knowingly or recklessly make a false statement or omit any relevant information and any licence issued may be revoked.

Information provided on application forms will only be disclosed to other agencies, for example Police and DVLA, where there is a legal requirement to do so, for the investigation of an offence.

PLEASE NOTE: This application form is open to inspection by the public.

Declaration:

I hereby certify that all statements in this application are correct and true to the best of my knowledge. I have read the guidance supplied, enclosed any required documentation and fees, and agree to abide by the conditions placed on the licence should it be granted.

Signature.....Print Name.....

Date signed.....

Ethnic Monitoring

Bracknell Forest Borough Council operates a policy of equal opportunity and fair treatment for all. To assist in monitoring our policy (and for this reason only), applicants are asked to give details of their ethnic origin.

Please state which of the following best describes your ethnic origin:

Black UK	
Black African	
Black Caribbean	
Asian	
Indian	
Indian UK	
Pakistani	
Pakistani UK	
Bangladeshi	
Bangladeshi UK	
Chinese	
White UK	
White European	
Irish	
If you do not belong to any of these categories please specify	