

# CHANGE OF VEHICLE

Application to Notify of a Change of Vehicle for a Taxi or Private Hire Car (PHC)

**This application must be accompanied by the appropriate fee and lodged with:**

To download and complete this form in MS Word, go to:

Licensing Section  
The City Of Edinburgh Council  
249 High Street, Edinburgh EH1 1YJ

[www.edinburgh.gov.uk/licensing](http://www.edinburgh.gov.uk/licensing)

T: 0131 529 4208 F: 0131 529 4207

OFFICIAL USE ONLY Record of Application	
DATE	
TILL NO.	
RECEIPT NO.	
INITIALS	
FEE	

- ALL QUESTIONS MUST BE ANSWERED IN TYPESCRIPT OR BLOCK CAPITALS
- PLEASE READ THE NOTES CAREFULLY BEFORE COMPLETING THIS FORM
- IF YOU HAVE EVER HAD A LICENCE OF ANY TYPE YOU MUST STATE THE REFERENCE NO. (ON ORIGINAL DOCUMENTATION) HERE \_\_\_\_\_

In making this application you should be aware that the City of Edinburgh Council will hold the information supplied by you ('data') for its purposes as local licensing authority. If you wish to check or amend the data held, or request deletion of data, you should contact the Council Solicitor (Licensing) on the details above. In processing the data it will be disclosed to the police and other public bodies involved with licensing enforcement. By submitting this application you are giving your consent for your information to be held and processed for the stated purposes.

## PART 1 – DETAILS OF CURRENT LICENSED VEHICLE

State whether the application is for the change of a Taxi or a PHC			Taxi	<input type="checkbox"/>
			PHC	<input type="checkbox"/>
CEC Licence plate no.		Expiry date of licence	/	/
Does the vehicle carry an advert	YES / NO	Approval No.		
Type of Advert (e.g. full livery or superside)				

## PART 2 – DETAILS OF SUBSTITUTE VEHICLE

Is substitute vehicle currently being used as a Taxi or PHC			YES / NO	
Registration number		Date of first registration		
Make		Model		
CC rating		Seating Capacity		
Colour		Number of doors		
Chassis No				
Address at which substitute vehicle will be kept				
			Postcode:	

*Please turn over and complete page 2...*

PART 3 – DETAILS OF LICENCE HOLDER		
1	Full Name	
2	Maiden / Previous Name	
3	Date & Town of Birth	DoB:                      Town:
4	Home Address	Postcode:
5	Contact telephone numbers	

I/We hereby make notice of a change of vehicle in the above terms and certify that the information given is true and correct.

Signature of Applicant / Agent <i>(delete as appropriate)</i>	Date
	/ /
Address of Agent: <i>(If signed by Agent)</i>	

- END -