Notice of decision to surrender a licence

[For Hackney Carriage / Private Hire Vehicle and Hackney Carriage / Private Hire Drivers, Private Hire Operators]

Please use black ink and block capitals

I hereby give notice that I am surrendering the licence detailed on this form

OR

We hereby give notice that we are surrendering the licence detailed on this form

Licence number	
Licence type [Operator / Driver / Vehicle]	
Operator's Trading Name	
Driver or vehicle proprietors name	
Vehicle registration number	
Address of driver / proprietor / operator [including postcode]	
Telephone number [mobile]	
Email address	
Date Licence / badge / plates surrendered	
Date badge / licence / plates returned to Council	

If badge / licence / plates not returned, please give reason why on the next page of this form.

I hereby declare that the information provided on this form is true to the best of my knowledge, and I understand that it is a criminal offence to make a false statutory declaration.

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 and administering public funds for these purposes.

Print and sign

Signature of Licence Holder	
Print Name [capitals]	
Date of signature	

If there are additional licence holders, please complete separate sections on the next page of this form.

I hereby declare that the information provided on this form is true to the best of my knowledge, and I understand that it is a criminal offence to make a false statutory declaration.

Signature of additional Licence Holder	
Print Name [capitals]	
Date of signature	

Signature of additional Licence Holder	
Print Name [capitals]	
Date of signature	

Signature of additional Licence Holder	
Print Name [capitals]	
Date of signature	

I am unable to return my licence because	
I am unable to return my badge because	
I am unable to return the vehicle plate[s] because	