

TAXI & PRIVATE HIRE CAR (PHC) VEHICLE LICENCE

CHANGE OF VEHICLE

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

We only accept electronic application forms and payments. You should upload your fully completed application form together with any required supporting documentation and make payment, by debit or credit card only, using the link below

[Taxi & Private Hire online submission form](#)

Further information is also available on our website at www.edinburgh.gov.uk

PART 1 – DETAILS OF CURRENTLY LICENSED VEHICLE			
is this application for the change of a Taxi or a PHC vehicle licence			
	PHC vehicle	<input type="checkbox"/>	Taxi <input type="checkbox"/>
CEC Plate no.		Licence number	
Licence expiry date			
Does the vehicle carry an advert		No <input type="checkbox"/>	Yes <input type="checkbox"/> 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 <input type="checkbox"/>	No <input type="checkbox"/>
Is substitute vehicle Wheelchair Accessible		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Registration number:		Date first registered:	
Make			
Model			
Colour			
Seating capacity		Number of doors	
Chassis No			

PART 3 – LICENCE HOLDER DETAILS - *If the licence is held by a company or partnership, the day-to-day manager must be named at part 4 below*

Who is the current licence holder- **please tick ✓**:

Individual Partnership
Company Limited Company

PART 3A – INDIVIDUAL LICENCEHOLDER DETAILS.

First name/s	
Surname	
Maiden / Previous Name	
Home Address	
Postcode	
Contact telephone numbers	
Contact email address	

PART 3B – COMPANY/PARTNERSHIP LICENCE HOLDER DETAILS

Company/Partnership name	
Registered/Company Address	
Postcode	
Contact no	
Contact email address	

PART 4 – DETAILS OF MANAGER - *Details of person responsible for day-to-day management of the vehicle.*

First name/s	
Surname	
Maiden / Previous Name	
Home Address	
Postcode	
Contact telephone numbers	
Contact email address	

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

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 OR SOLICITOR/AGENT <i>(delete as appropriate)</i>	
Date:	
Address of Solicitor/Agent (if signed by Solicitor/Agent)	

PART 6 – CORRESPONDENCE DETAILS – <i>provide details of where all correspondence relating to this application should be sent</i>	
Correspondence full name	
Address	
Postcode	
contact phone no	
email address	