

# Exceptional quality vehicle exemption for PHV S75



Local Government Miscellaneous (Provisions) Act 1976

This form is only for private hire plate exempted executive vehicles.

**Incomplete forms will not be accepted. Payment must be made on application.**

1 Application type (please tick which applies)					
First Grant <input type="checkbox"/>		Vehicle change/replacement <input type="checkbox"/> Plate no: .....			
2. Applicant details (First or only proprietor)					
Title:	Mr	Mrs	Miss	Ms	Surname:
Forenames:					
Home address:					
Post code:			Home telephone:		
Mobile:			Email:		
Date of birth:					
3. Second or part proprietor					
Title:	Mr	Mrs	Miss	Ms	Surname:
Forenames:					
Home address:					
Post code:			Home telephone:		
Mobile:			Email:		
Date of birth:					

#### 4. Details of Vehicle

Make:	Model
Registration no:	Colour:
Engine Size:	No. of passengers to carry:
*Disabled Facilities: None <input type="checkbox"/> Disabled Access <input type="checkbox"/> Wheelchair access <input type="checkbox"/> *mandatory field	
Trade name of operator (PHV vehicles):	
Address of operator:	
Operator's signature:	
Operator's licence number:	

#### 5. Privacy Notice

West Suffolk Council is a Data Controller and can be contacted at: West Suffolk House, Western Way, Bury St Edmunds, Suffolk, IP33 3YU. Tel: 01284 763233. The Data protection Officer is Leah Mickleborough and can be contacted at the same address.

We are collecting your personal information in order to process your application under the Local Government Miscellaneous Provisions Act 1976.

Your data will not be shared with third parties unless used for Council purposes, in order to enquire and receive information relating to your licence, prevent or detect crime, to protect public funds or where we are required or permitted to share data under other legislation.

Your data will be kept for 7 years post licence expiry/surrender in line with our retention policy.

You have the right to access your data and to rectify mistakes, erase, restrict, object or move your data in certain circumstances. Automated decision making and processing is not used during this application. Please contact the Data Protection Officer for further information or go to our website where your rights are explained in more detail. If you would like to receive an explanation of your rights in paper format please contact the Data Protection Officer.

Any complaints regarding your data should be addressed to the Data Protection Officer in the first instance. If the matter is not resolved you can contact the Information Commissioner's Office at: Wycliff House, Water Lane, Wilmslow, Cheshire, SK9 5AF Tel: 0303 123 1113.

If you do not provide the information required on the application form then we will not be able to process application for a licence.

For further information on our Data protection Policies please go to our website: [How we use your information](#) or email: [data.protection@westsuffolk.gov.uk](mailto:data.protection@westsuffolk.gov.uk)

## 6. Declaration

I declare that the answers to the questions are correct and I have read the conditions for private hire vehicles.

As part of my application I have produced the following:-

- Fee
- V5 Document\* showing current address
- Current MOT Certificate (if applicable)\*
- Certificate of Insurance or cover note showing the use of the vehicle for private hire\*
- Full service history (if available)

**All persons who are to drive the vehicle when it is licensed by the council for private hire/hackney purposes must hold a current private hire/hackney carriage driver's licence and badge. Drivers of wheelchair accessible vehicles must ensure that they have had practical DVSA certificated training.**

I/We hereby make application to the council for the grant of private hire vehicle licence in respect of the vehicle described in the application.

In case of joint applicants, both applicants must sign.

Signed:

Date:

Signed:

Date:

### Licensing Department

West Suffolk Council, West Suffolk House, Western Way, Bury St Edmunds, Suffolk IP33 3YU

**Email** [licensing@westsuffolk.gov.uk](mailto:licensing@westsuffolk.gov.uk) **Tel:** 01284 758050

## GUIDANCE NOTES ATTACHED TO THE EXCEPTIONAL QUALITY EXEMPTION:

If the vehicle is older than 5 years, presented on first registration or replacement and is in exceptionally good condition both mechanically and cosmetically, this condition may be waived. This exemption only applies to private hire S75 executive chauffeur driven vehicles.

The vehicle must meet the exceptional quality criteria and applied for using our exceptional quality waiver application form. **It is advisable that you check the vehicle you wish to plate with licensing officers before you purchase it to make sure it fits the criteria.**

Vehicles of exceptional quality must fulfil the following criteria:

An exceptionally well maintained vehicle is one that:-

- 1) Is expected to pass its vehicle examination on the first occasion. However, if the vehicle fails it will be allowed one retest. Failure of the retest will preclude the vehicle from being licensed.
- 2) The bodywork should have no signs of panel deterioration due to age. It should not have unrepaired damage, dents, scratches or chipped paintwork. Any paint resprays should be of good quality and match the remainder of the paintwork.
- 3) The exterior trim should be as per the manufacturer's original specification. No trim will be missing and all 4 hub caps (if part of original specification) will be present, matching and scuff free.
- 4) The interior trim, panels, seating and carpets should be clean, free from damage and discolouration or repair tape. Fabric must not be frayed, torn or threadbare. Seat covers will be permitted but the underlying seat will not have any of the previously mentioned faults.
- 5) The boot or luggage compartment must have no loose padding or plastic trim. It must be clean and undamaged and fit for the purpose of carrying luggage.
- 6) Passenger areas should be free from damp and odours that may cause passenger discomfort.
- 7) Vehicles should come with full recorded annual service history. If the vehicle does not have full service history, but is in good mechanical condition, the vehicle must be passed by the testing station as being such.
- 8) Vehicles will be expected to maintain these standards whilst licensed.

Maxim: A vehicle of 'Exceptional Condition' must give the impression that it is being cared for by its owner.