



<b>FOR OFFICE USE ONLY</b>
Licence No:
Uniform Ref:
Issued Date:
Expiry Date:
Receipt No:
Method of Payment:
Fee Paid:
Date Received:
Payee Name:

Updated 01.04.2020

**APPLICATION FOR REPLACEMENT  
PRIVATE HIRE/HACKNEY CARRIAGE VEHICLE LICENCE  
and/or PLATE(S)**

This form is to replace a lost or stolen vehicle licence and/or plates. Please complete **all** sections of the application form. Incomplete applications will be invalid. The form must be returned with the required fee. Please note that only card payments are accepted.

**Fee(s):**

Plates and licence	£36.00
External plate	£26.00
Internal plate	£15.00
Licence (paper part)	£10.00

Please allow up to 3 working days to process and reissue a licence and/or plates providing the application is complete and the fee has been made.

A vehicle cannot be used for private hire/Hackney Carriage work if it is not displaying its appropriate plates.

<b>Vehicle registration:</b>		<b>Licence plate No:</b>	
<b>Make:</b>		<b>Model:</b>	
<b>Surname:</b>			
<b>Forename(s):</b>			
<b>Address:</b>			
<b>Tel No:</b>			
<b>Email Address:</b>			

<b>Reason for replacement:</b> <i>(Please provide reason for replacement required and all details surrounding loss of licence/plate(s))</i>	
<b>If stolen please provide crime reference number:</b>	

**Signature:**

**Name:**

**Date:**