**Privacy Statement**

Havant Borough Council need to process your data to comply with a legal obligation primarily under the Town and Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976.  You have a number of rights on how your data is used, including the right to object, for more information on your rights see: <https://www.havant.gov.uk/privacy-policy>

SALE

***(Transfer of proprietor)***



## PRIVATE HIRE / HACKNEY CARRIAGE VEHICLE LICENCE

**Please complete each section in full, failure to do so will result in the form being rejected.**

#### VEHICLE DETAILS

|  |  |
| --- | --- |
|  | |
| Registration number | | Plate number |
| Colour of vehicle | | Make and Model |

|  |
| --- |
| SECTION A – to be completed by CURRENT licensed vehicle proprietorI HEREBY inform that the above vehicle has been SOLD together with the identification plate and CONFIRM it was not licensed with another Local Authority when it was sold. **Name ………………………………………………………………… Tel No …..…………………………...**  **Address ………………………………………………..……………………………………………………….**  **…………………………………………………………………… Post Code ……..…………………………**  **Email …………………………………………………………… Date of sale .……..………………………**  Signature of current licensed vehicle proprietor ………………………………….……………………  Date ……………………………………………….  Important instructions to current licensed vehicle proprietor:   1. Please email this form to: [licensing@havant.gov.uk](mailto:licensing@havant.gov.uk) within 14 days from the date of sale to ensure your name is removed from the licence and accountability/responsibilities/obligations. 2. Please forward this form to the new vehicle owner for completion of Section B and submission. |
| SECTION B – to be completed by NEW licensed vehicle proprietor I HEREBY inform that the above vehicle has been PURCHASED together with the identification plate. **Name ………………………………………………………………… Tel No …………………….…………..**  **Address ………………………………………………..………………………………………………………..**  **……………………………………………………………………. Post Code ………………………………...**  **Email ……………………………………………………………. Date of purchase…………………………**  I UNDERSTAND the insurance certificate\* must be submitted with this form by email to: [licensing@havant.gov.uk](mailto:licensing@havant.gov.uk) and the Licensing Team will make contact to take a telephone card payment of the ‘transfer of vehicle proprietor’ fee. Once these are received the licence will be issued.  I will submit my updated registration document once received.  The insurance certificate\* must cover as follows:  ‘PRIVATE HIRE’ for private hire vehicles  ‘PUBLIC HIRE’ for hackney carriages. If a hackney carriage will be undertaking private hire work as well, then both types of cover must be on the insurance certificate.  **I CONFIRM the above vehicle is not licensed with another Local Authority.**  I HEREBY declare that the above statements are true.  Signature of new licensed vehicle proprietor.…………………………………………………………  Date ………………………………………………… APR 2023 |