

Application for a change of vehicle

Section 1 – Applicant Details *(this must be the licence holder)*

Full name of applicant

Home address of applicant	Business address of applicant
Telephone:	Telephone:

Section 2 - Details of the New/Replacement vehicle:

Why are you proposing to change the vehicle?
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Make/Model	Colour	Registration No
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Date of first registration	Number of doors	Seating capacity (excluding the driver)
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Is this vehicle currently licensed? Yes <input type="checkbox"/> No <input type="checkbox"/>	What is the existing licence number?
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The licence (if applicable) that this vehicle relates to will be surrendered back to the Council upon completion of this change.

Do you intend to use the vehicle predominately in the Borough of Rosendale?
 Yes No
If no, where do you intend to use the vehicle?

Name and address of any other person concerned in the keeping, employing or letting to hire of this vehicle:

Has this vehicle previously been written off and declared a Cat S or N:
 Yes No

Is this vehicle currently licensed with any other authority?
 Yes No

If yes, give details of the authority, licence number, issued date and expiry date:

Are there any outstanding applications for a licence for this vehicle with any authority?
 Yes No

If yes, give details of the authority and application:

Section 3 - Details of the licence *(onto which the new/replacement vehicle will go):*

Licence Number	Licence Expiry Date	The registration number of the vehicle currently on this licence

The vehicle detailed in section 3 will be taken out of service upon completion of this change.

<u>Declarations</u>	
I have made or enclosed the fee of £42.00	<input type="checkbox"/>
I have enclosed the front and rear plate for the vehicle specified at Section 2 (if currently licensed with Rosendale Borough Council)	<input type="checkbox"/>
I have enclosed the front and rear plate for the vehicle specified at Section 3 (if currently licensed with Rosendale Borough Council)	<input type="checkbox"/>
I have enclosed the full and original V5 registration document	<input type="checkbox"/>
I have enclosed the CCTV Installation Certificate	<input type="checkbox"/>
I have enclosed an MOT certificate & Rosendale Test certificate	<input type="checkbox"/>
I have enclosed a current and valid insurance policy	<input type="checkbox"/>
I certify that I have completed this form in my own hand, unless otherwise stated, and that the particulars of the application are correct.	<input type="checkbox"/>
I understand that it is a criminal offence to state anything in this application which is false or which I do not believe to be accurate or true.	<input type="checkbox"/>

Signature	
<p>The information I have provided will be held by the Council on computerised and manual files (data will be made available on a public register as required by relevant legislation).</p> <p>The data may also be disclosed to other departments within the Council or other organisations, but only in order to ensure compliance with relevant legislation or for identification purposes or to prevent or detect fraud or a crime. Rosendale Borough Council is a registered Data Controller in accordance with the Data Protection Act 1998.</p> <p>I declare that to the best of my knowledge and belief, the answers given herein are true. If a licence is granted, I undertake to comply with any byelaws and conditions attached to the grant of the licence.</p>	
Signature:	Date:

Notes on the required MOT:

The MOT must be undertaken by any of the garages listed below:

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| ▪ Peel Garage (Rawtenstall) | Telephone: 01706 217 054 |
| ▪ The Glen Service Station (Bacup) | Telephone: 01706 873 988 |
| ▪ Waterside Auto's (Haslingden) | Telephone: 01706 260 101 |