



Form VL1: Application for a new small public service vehicle (SPSV) licence

Please see Information Guide (G1) for further information on applying for a **NEW** small public service vehicle licence. This form (VL1) is only for **NEW** licence applications.

Section 1: Applicant details

Note: The name and surname or company name in this section should exactly match those on your current TC2 tax clearance certificate.

CCSN (if applicable):	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
PPS number:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
First name:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Surname:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Trading as:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Company name:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Company number:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Current address:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Contact landline number:	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Contact mobile number:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Email address:	<input type="text"/>

Section 2: Licence type

Payment due (fees correct at time of publication)

Licence type	Licence fee	SPSV suitability fee	Total due	Please tick appropriate box
Taxi	€6,300	€45	€6,345	<input type="checkbox"/>
Hackney	€1,000	€45	€1,045	<input type="checkbox"/>
Limousine	€1,000	€45	€1,045	<input type="checkbox"/>
Wheelchair accessible taxi	€125	€45	€170	<input type="checkbox"/>

Total payment enclosed: € _____ (one form of payment only)

Please note that an application cannot be processed until the appropriate fee has been received.

Section 3: Vehicle details

Note: Please ensure your vehicle is under 9 years old meets the required licensing conditions before completing this form (see Information Guide G1 for more details)

Vehicle registration: - -

Modified vehicle declaration

Note: For more information see page 4 of Information Guide G2

I declare that the vehicle above has not been modified or altered from the base manufacturer's original specification	<input type="checkbox"/>
Engineer's Report less than 90 days old	<input type="checkbox"/>



Office use only:

Date of Receipt	Checklist	Pass (please tick)	Fail (please tick)
	Form OK	<input type="checkbox"/>	Age <input type="checkbox"/>
			Incomplete application <input type="checkbox"/>
			Existing SPSV associated with vehicle <input type="checkbox"/>
Model Report available		<input type="checkbox"/>	<input type="checkbox"/>
Model Report unavailable		<input type="checkbox"/>	Contact Commission <input type="checkbox"/>

Section 4: Declaration

Terms and conditions applying to the operation of a small public service vehicle (SPSV) licence:

- The vehicle is taxed, and shall remain insured for use as a small public service vehicle during the period of validity of the licence, unless ownership is transferred
- If the vehicle registration details differ to those provided in Section 1 of this form, you must have the written consent of the registered vehicle owner in making this application.
- You must inform the Commission within 14 days if you transfer this licence. The licence holder is responsible for the renewal of this licence.
- It is the licence holder's responsibility to notify the Commission of any change to contact details (as supplied in Section 1).
- Any subsequent modifications to the licensed vehicle after vehicle suitability inspection may invalidate the licence.
- It is illegal to operate more than one vehicle under the same SPSV vehicle licence number.
- I grant the Commission for Taxi Regulation permission to access my tax clearance certificate (TC2) online in order to verify my tax cleared position
- I accept that the Commission may check that my vehicle is insured as a small public service vehicle at any point during the validity of the licence
- The licence holder is required to ensure that a person using his or her licensed vehicle holds a valid small public service vehicle driver licence as well as being appropriately insured. Records are required to be kept that substantiate this.
- The Commission will use the information provided for the purpose of administering the SPSV licensing system and in order to perform the functions assigned to the Commission by the Taxi Regulation Act 2003 as amended, including the maintenance of a public register of SPSVs. Information provided will be shared with certain authorised third parties where necessary in order to carry out the Commission's licensing function and for the purposes of law enforcement. The Commission is registered with the Office of the Data Protection Commissioner and all information sharing will be performed in accordance with the Data Protection Acts 1988 and 2003
- The Commission for Taxi Regulation is authorised to collect Personal Public Service (PPS) Numbers for identification purposes only and will not be sharing same with any unauthorised third party
- The operation of an SPSV licence is subject to the provisions of the Taxi Regulation Act 2003, Road Traffic Acts 1961-2006, Roads Act 2007 and any statutory instruments made thereunder.

I hereby apply for the grant of a licence in respect of the vehicle details given above. I declare that the particulars furnished herein are true. I accept that false or misleading information may lead to prosecution and / or the revocation of the licence. I also accept that incomplete or inaccurate information may delay the issue of a licence. I have read and understood the above terms and conditions which apply to the issue of a small public service vehicle licence by the Commission for Taxi Regulation.

Signed (licence holder):

Date:

 / /

Section 5: Submission of form

Please send this form along with the relevant payment (cheque, bank draft, or postal order made payable to the Commission for Taxi Regulation) to:

SPSV Licensing Section
SGS Ireland Limited
Cityeast
Ballybrit Business Park
Galway

On successful application, a conditional offer letter will be sent with a provisional vehicle licence number within 5 working days. This letter will provide further instructions on how to complete this licensing process.

For further information / assistance please contact Lo-Call SPSV vehicle licensing booking line 1890 927 977 or visit the Commission website at www.taxiregulator.ie