



Surrender of licence

Form VL5: Application to surrender a small public service vehicle (SPSV) licence

IMPORTANT: This is a permanent deactivation of the vehicle licence. Once surrendered a licence can never be restored, renewed or used ever again. You should only complete this form if you are sure you no longer wish to keep the licence. A taxi or wheelchair accessible taxi can be transferred to another person. Please see Information Guide G3 for information on how to transfer a taxi or wheelchair accessible taxi, and the fees involved.

Please see Information Guide (G5) for further information on the surrender process

Section 1: Applicant details

- Note:**
- Details in this section should exactly match those on your SPSV licence
 - For security reasons the Commission may contact you to confirm your request to surrender your SPSV licence. Not providing a contact phone number may delay your request being processed

CCSN:	<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"/>
Contact 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"/>

Section 2: Licence details

Licence number:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>												
Vehicle registration:	<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"/>												
Licence expiry date:	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>												
Licence category:	<table border="1"> <tr> <td>Taxi</td> <td><input type="checkbox"/></td> <td>Hackney</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Wheelchair accessible taxi</td> <td><input type="checkbox"/></td> <td>Wheelchair accessible Hackney</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Limousine</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </table>	Taxi	<input type="checkbox"/>	Hackney	<input type="checkbox"/>	Wheelchair accessible taxi	<input type="checkbox"/>	Wheelchair accessible Hackney	<input type="checkbox"/>	Limousine	<input type="checkbox"/>		
Taxi	<input type="checkbox"/>	Hackney	<input type="checkbox"/>										
Wheelchair accessible taxi	<input type="checkbox"/>	Wheelchair accessible Hackney	<input type="checkbox"/>										
Limousine	<input type="checkbox"/>												



Section 4: Declaration

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

- I consent to be contacted to confirm my intention to surrender the SPSV licence listed above
- This is a permanent deactivation of the vehicle licence. You should only complete this form if you are sure you no longer wish to keep the licence. Once surrendered a licence can never be restored, renewed or used ever again. A taxi or wheelchair accessible taxi licence can be transferred to another person. Please see Information Guide G3 for information on how to transfer a taxi or wheelchair accessible taxi, and the fees involved
- If you are surrendering for the purpose of re-licensing the vehicle you must abide by the relevant rules and conditions contained in the new application form
- It is illegal to operate more than one vehicle under the same SPSV licence number
- The Commission will use information provided in this application 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 our 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 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
- It is the licence holder's responsibility to notify the Commission of any change to contact details (as supplied in Section 1) by calling lo-call 1890 347 347

I hereby apply for surrender of the above licence. I declare that the particulars furnished herein are true. I accept that false or misleading information may invalidate this application. I have read and understood the above terms and conditions which apply to the surrender of an SPSV licence.

Signed (licence holder):

Date:

 / /

Section 5: Submission of form

Please send / present this form to the address below along with the following:

- Copy of original vehicle licence certificate
- Where the licence is still active, any tamper-proof discs issued
- Any (past) limousine or hackney plate issued in respect of this licence

SPSV Licensing Section
PO Box 773
Togher
Cork

You will normally receive a response within 5 working days of receipt of this form. The Commission reserves the right to request additional information or documentation in support of this application.

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