

Surrender of Hackney Carriage and Private Hire Driver's Badges and/or Vehicle Plate to City of Wolverhampton Council Licensing Services

This form must be completed by the **licence holder**:

Name		Click or tap here to enter text.			
Address		Click or tap here to enter text.			
Driver licence		Vehicle licence			
Badge No.	HD/PD/DD	Plate No.	Plate No.	Expiry date:	Date.
Expiry date:	Date.	Vehicle registration:		Reg No	

Reason for Surrender (please tick):

<input type="checkbox"/>	Surrender pending investigation/outcome of a review hearing (see below)
<input type="checkbox"/>	Surrender following revocation or immediate revocation
Other: Click or tap here to enter text.	

1. In the event of badges and/or plates being **surrendered** to City of Wolverhampton Council before the expiry of said licence, there shall be **no entitlement** to a **refund**.
2. Following this surrender, the vehicle to which the licence is issued and upon which the plate has been displayed and the driver to whom the licence has been issued **may not** undertake Hackney Carriage/Private Hire licensable **activities** until the badges and/or plates have been **returned** by Licensing Services, or a new licence is **granted**.
3. Should the same driver and/or vehicle be required to be licensed at a future date, a **new application** for the grant of licence(s) must be made along with the appropriate fee . If badges and plates have been **voluntarily surrendered** and the licence **has not expired**, the plates and badges can be returned **without charge**.
4. Where badges and plates have been **surrendered**, licences that have not expired can still be reviewed at a **licensing hearing**.

Information regarding surrender of pending investigation/review hearing

In the case of a surrender of plates/badges pending investigation, you understand that it is a voluntary surrender in order to assist the Police/Council investigation and in the interests of public safety. Should you not voluntarily surrender your badges/plates, you understand that the Council will organise an **immediate review** of your **licence** where it will consider the evidence as it is now, which may result in your badges/plates being suspended or revoked with immediate effect based on the evidence before the Council at the time of the review. If the decision at the licensing hearing is **not** to suspend or revoke your licence, then your badges/plates will be **returned**, however there will be **no refund of fees** during the voluntary surrender period.

Declaration

On returning the badges and/or plates in respect of the licence(s) as detailed above, I have read the above information and understand that the **licence is/are not valid** without the driver badge/licence plate. I understand that I have **no right** to use the above-mentioned vehicle as a Hackney Carriage/Private Hire Vehicle or act as a Hackney Carriage/Private Hire Driver and that I may render myself **liable to prosecution** should I do so.

Signed	Click or tap here to enter text.	Date	Date.
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Office Use Only

Office Use Only	Received
1 x HC Exterior Plate	<input type="checkbox"/>
2 x HC Internal Plate	<input type="checkbox"/>
1 x PHV Exterior Plate	<input type="checkbox"/>
1 x PHV Internal Plate	<input type="checkbox"/>
2 x PHV Pre Book Sticker	<input type="checkbox"/>

Office Use Only (tick one)	Received
2 x Driver Badges	<input type="checkbox"/>
1 x Driver Badge	<input type="checkbox"/>

Have the badges and/or plates been destroyed?

Yes
No

Officer Signature	Click or tap here to enter text.	Date	Date.
Officer Name	Click or tap here to enter text.		

Have the badges and/or plates been returned to the driver?

Yes
No

If applicable, has the vehicle passed a compliance inspection check before the plates have been returned?

Yes
No

Officer Signature	Click or tap here to enter text.	Date	Date.
Officer Name	Click or tap here to enter text.		

Licence holder to sign and date below as proof of return of badges and/or plates:

Signature	Click or tap here to enter text.	Date	Date.
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