

# Private Hire Operator's Licence Application Guidance to Applicants

A person who takes bookings for Private Hire Vehicles must be licensed as an operator with the Council and there are conditions attached to such licenses in the interests of public safety.

## **How to submit your application**

---

Full and complete applications must be submitted to the Taxi licensing reception desk between 9am and 4.45pm (Later opening time of 9.15am on Tuesdays). Payment should be made by debit/credit card, by cheque (crossed and made payable to Rossendale Borough Council) or by postal order. We will contact you by email in the first instance to let you know when the licence has been granted. Please note that we cannot answer enquiries about the status of your application.

**Postal and Email applications will not be accepted**