

Application for an Authority to Drive Private Hire Vehicle

To be eligible for a driver authority you must:

- Hold a current unrestricted/unconditional driver licence issued in New South Wales, and have held an unrestricted driver licence issued in any Australian state or territory for at least 12 months of the previous two (2) years.
- Be an Australian or New Zealand Citizen, permanent resident of Australia or hold a visa allowing you to work in Australia.
- Provide evidence of a criminal history check undertaken no more than 12 months prior to the date of application.
- Be medically fit. (Refer to form *Medical Assessment Form Private Hire Vehicle and Taxi-Cab Drivers - Form No. 1799* if you are under 60 years of age. Refer to *Medical Assessment Form 1689* if you are 60 years of age or older)

Part A - Personal Details

Please note: if your details change you must notify the Enrolment Processing Unit at Roads and Maritime within 7 days. (details at foot of page)

1. Surname (*family name*)

2. Given names

3. Sex Male Female

4. Date of birth

5. Place and country of birth

6. Residential address (*PO box not accepted*)

7. Mailing address (*if different from above*)

8. Email address

9. Daytime contact number

10. Fax number

11. Mobile number

12. Driver licence number

13. State issued and class

14. Expiry date

15. How long have you held your NSW Driver licence for?

 years

16. Have you ever held a driver licence issued by another state or territory?

Note: If you have held a driver licence from another state or territory in the last 5 years you **will** be required to provide a copy of your traffic records and licence history.

Yes **▶ if yes give details** State/territory of issue

No

Date issued

Date cancelled / expired

17. Are you now or have you ever been known by another name or date of birth?

Yes **▶ if yes give details**

No

Details

Part B - Your History

18. **Do you hold or have you ever held a NSW Public Passenger Driver Authority?** (*Bus, taxi, hire car*)

You **must** provide details of any previously held public passenger vehicle driver authorities, including any driver authority you have held in another name. If you have ever driven a public passenger vehicle in NSW after 1990, you would have been required to hold an authority to drive such a vehicle.

Yes **▶ if yes give details**

No

In which name(s) was authority held

Year issued

Type of driver authority

Driver Authority number

Is the driver authority current?

Yes

No

Enrolment Processing Unit

Level 4, 16 - 18 Wentworth Street Parramatta NSW 2150

Locked Bag 5085, Parramatta NSW 2124

www.transport.nsw.gov.au | 1800 227 774 | T 02 9689 8888 | F 02 9689 8813 | E licensing@transport.nsw.gov.au

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19. Have you ever had a NSW driver authority cancelled, suspended or varied? OR have you ever had an application for an authority to drive a public passenger vehicle refused?

You **must** provide details of all NSW driver authorities you have ever held which have been cancelled, suspended or varied. You must also provide details on any previous applications for a NSW public passenger vehicle driver authority which were refused or not successful.

Yes **▶** if yes give details
 No

i In which name(s) was driver authority applied for

Year	Type of driver authority
<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>

Reason for refusal, cancellation, suspension or variation

ii In which name(s) was driver authority applied for

Year	Type of driver authority
<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>

Reason for refusal, cancellation, suspension or variation

20. Have you ever had your driver licence suspended, cancelled, disqualified or refused for any reason in NSW or elsewhere?

You must provide details if you have ever had your driver licence suspended, cancelled or disqualified for any reason. If your driver licence has been suspended, cancelled or disqualified for any reason regardless of whether you think the reason was appropriate you are required to provide details.

Yes **▶** if yes give details
 No

i In which name(s) was driver licence held

Year	State of issue
<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>

Reason for refusal, cancellation, suspension or disqualified

ii In which name(s) was driver licence held

Year	State of issue
<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>

Reason for refusal, cancellation, suspension or disqualified

iii In which name(s) was driver licence held

Year	State of issue
<input style="width: 95%; height: 20px;" type="text"/>	<input style="width: 95%; height: 20px;" type="text"/>

Reason for refusal, cancellation, suspension or disqualified

Note: If you are granted a NSW public passenger driver authority and you hold a driver licence in another state or territory (*ie not NSW*) you must provide Roads and Maritime with an annual police check and driver licence traffic history.

21. In the last five (5) years, have you been issued with a Traffic Infringement Notice (fine) or have you been before a court for any traffic offence(s) OR is there any court action pending against you in relation to a traffic offence?

Note: You are not required to disclose any spent conviction as detailed in Section 8 and 12 of the *Criminal Records Act 1991*

This includes all charges against you which are yet to go to court, or are currently before the courts. You must also provide details of any convictions recorded against you, including convictions recorded against you in another name. You must include all traffic offences within the last 5 years no matter how minor you believe them to be.

Yes **▶** if yes give details
 No

i Date

day	/ month	/ year
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Details of offence/fine

Court

Outcome

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ii Date

day	/	month	/	year
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Details of offence/fine

Court

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Outcome

iii Date

day	/	month	/	year
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Details of offence/fine

Court

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Outcome

iv Date

day	/	month	/	year
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Details of offence/fine

Court

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Outcome

v Date

day	/	month	/	year
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Details of offence/fine

Court

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Outcome

Please attach a separate sheet if you require more space

22. In the last ten (10) years have you ever been before a court in NSW or elsewhere for any reason where you have been convicted for an offence OR are there any charges or court action pending against you for any other offence/s.

Note: You are not required to disclose any spent conviction as detailed in Section 8 and 12 of the *Criminal Records Act 1991*

This includes all charges against you which are yet to go before the courts or, are currently before the courts. You must also provide details of any convictions recorded against you including convictions recorded against you in another name. You must include all convictions within the last ten (10) years no matter how minor you believe the conviction or charge to be.

Yes if yes give details

No

i Date

day	/	month	/	year
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Details of offence

Court

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Outcome

ii Date

day	/	month	/	year
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Details of offence

Court

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Outcome

iii Date

day	/	month	/	year
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Details of offence

Court

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Outcome

continued

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iv Date

day	/	month	/	year
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Details of offence

Court

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Outcome

Please attach a separate sheet if you require more space

IMPORTANT NOTICE

Where RMS has requested additional information for your application for a driver authority, it is important that this information is sent within six (6) months of RMS receiving your original application. After 6 months a fresh application and fee will be required.

23. **Do you have any criminal convictions in NSW or elsewhere which occurred more than ten (10) years ago (more than three (3) years ago if committed as a juvenile) where you were imprisoned for more than 6 months or the conviction/s related to a sexual offence?**

This question requires you to provide details of any convictions which occurred more than ten (10) years ago in which you were imprisoned for more than 6 months or where the conviction related to a sexual offence. You must provide details of any sexual offence you have been convicted of even if the sentence was less than 6 months or where no sentence was served.

Yes **▶** *if yes give details*
 No

i Date

day	/	month	/	year
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Details of offence

Court

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Outcome

ii Date

day	/	month	/	year
-----	---	-------	---	------

Details of offence

Court

--

Outcome

iii Date

day	/	month	/	year
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Details of offence

Court

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Outcome

Please attach a separate sheet if you require more space

Part C - Citizenship and Visa Status

24. **Are you an Australian Citizen or Permanent Resident?**

Yes
 No

25. **Are you a New Zealand Citizen?**

Yes
 No

26. **If you are not an Australian or New Zealand Citizen, do you hold the appropriate visa to lawfully seek employment in Australia?**

Yes
 No

Part D - Proof of Identity

To obtain a New South Wales public passenger vehicle driver authority you must prove your identity. Roads and Maritime Services uses the 100 point identity check system. All documents must be endorsed as true copies of the originals by a person able to certify such documents or the originals must be sighted by Roads and Maritime Services or Transport for NSW staff. (Refer to the 'Proving your identity' information sheet on the Transport for NSW website)

www.rms.nsw.gov.au/business-industry/public-passenger-vehicles/proof-identity.html

Please note when providing your identification documents you must provide at least one (1) primary document (with a value of 70 points) and at least one secondary document (with a value of 30 points). The secondary identification document must be a certified copy of your driver licence.

Part E - Privacy Statement

We are collecting your personal and health information in connection with your application for the renewal or replacement of a driver authority under the Passenger Transport Act 1990 and may retain and use it for the purposes of that Act and for driver licensing, motor vehicle, road transport or road safety purposes. Providing this information is voluntary but we may refuse your application unless you do so. We may disclose your personal information and health information in order to verify it and to assess your application.

We may disclose your personal information in respect of motor accidents enquiries and to other public passenger transport regulators, driver licensing and vehicle registration agencies. We may also disclose your personal information to relevant accredited operators, networks, booking service or rideshare providers under the Passenger Transport Act 1990 (or other relevant legislation) and also to Transport for NSW in connection with the administration of the Passenger Transport Act 1990. Otherwise we will not disclose your personal or health information without your consent unless authorised by law.

This Privacy Statement also applies in respect of your personal and health information we may subsequently collect in relation to your driver authority. Your personal and health information will be held by Roads and Maritime Services at 20-44 Ennis Road, Milsons Point NSW 2061 and generally you can contact us to access or correct it.

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Part F - Applicant Declaration and authority for collection and disclosure of information

I declare that:

- I have read and understood all the information and questions on this form and the medical assessment from (if submitted) and my answers and the information provided by me are, to the best of my knowledge, true, correct and accurate in every detail.
- I have listed all details of charges pending against me, or convictions recorded against me for any offence(s).
- I am in possession of a valid Australian/New Zealand passport, birth certificate or visa.
- I am aware that any person who attempts to obtain a driver authority by false statement, misrepresentation or omission of details likely to affect such application, shall be guilty of an offence and shall be liable to a penalty of up to \$2,200 and any driver authority issued may be cancelled.
- I will comply with the *Passenger Transport Act 1990*, associated regulations and conditions relevant to a driver authority and understand that failure to do so may result in my driver authority being suspended, cancelled or varied.

I consent for Roads and Maritime Services to obtain any information it requires to determine whether to grant, renew or cancel my driver authority and to assess whether I am a fit and proper person and of good repute. This may include (but is not limited to) complaints, charges, convictions, traffic infringements and driver licence suspensions and cancellations. I consent to third parties (including but not limited to police, judiciary and licensing authorities) releasing that information to Roads and Maritime Services. This consent continues and may not be revoked by me so long as I hold (or apply for) a driver authority or while any legal action is proposed against me in respect of a driver authority including a suspended, cancelled or expired authority.

Signature

Date

Name (print)

Part G - Awareness of vehicle registration for private hire vehicle

I am aware that as a condition of the Private Hire Vehicle Driver Authority, I am required to ensure that any public passenger service conducted in a vehicle I drive is correctly registered under the Road Transport (Vehicle Registration) Regulation 2017 for use as a public passenger vehicle, and the correct amounts under the *Motor Vehicle Taxation Act 1988* have been paid with respect to the use of the vehicle for business purposes.

Signature

Date

Name (print)

Part H - Applicant checklist

- Application form (with all questions answered)
- Medical Assessment Form 1799 if less than 60 years of age (completed by you)
- Medical Assessment Form 1689 if 60 years of age or over
- Applicant Declaration signed
- Criminal History Check. An original National Criminal History Record Check is available through the NSW Police Force at www.police.nsw.gov.au. You may also apply for a Criminal History Check through an accredited Crimtrac provider. The Criminal History Check must have been conducted within 12 months from the date the driver authority application is submitted
- Provide proof of identity - see part D
- A certified copy of your NSW driver licence
- A non-refundable application fee of \$45 for consideration and processing of the application.

Part I - Lodgement Details

Please note - All transactions in relation to private hire vehicles (hire cars) are conducted through Roads and Maritime Services (Roads and Maritime) Parramatta office ONLY.

Enquiries: 02 9689 8888
1800 227 774 (toll free)

By mail: Enrolment Processing
Locked Bag 5085
Parramatta NSW 2124

By hand: Level 4,
16 - 18 Wentworth Street
Parramatta NSW 2150

Office Use

Customer number

Authority number

Driving History Check:

OK Not OK

Criminal History Results:

Date verified

Action:

Acceptable Warning letter Refusal
Show cause

Results of Show cause

Acceptable Warning letter Refusal

Proof of Identity - Primary documents

Points

Proof of Identity - Secondary documents

Points

Eligibility check:

Current NSW driver licence OK Not OK
 If No to question 28:
 Allowed to work in Australia OK Not OK
 Criminal History Check OK Not OK
 Health assessment OK Not OK
 Specialist report required? Yes No
 Specialist Report OK Not OK

Mutual Recognition:

Application received Yes No
 Documentation provided Yes No
 History OK Not OK

Action Officer

Date Authority issued



Credit Card Authority

- A non-refundable application fee of \$45 for consideration and processing the application.
- All cheques and money orders should be made payable to Roads and Maritime Services.
- You can pay the application fee via your credit card by filling in your credit card below.

MASTERCARD VISA

Card number

Valid until

 /

CCV number

What is a CCV number? - Several numbers are printed in the signature area on the back of your card. The *last three digits* make up the CCV Number.

Note: A surcharge of 0.4% applies to payments made by Visa/ Master Card. Amex and Diners Cards are **not** accepted.

Card holder's name

Amount

 \$

Card holder's address

Signature of card holder