



TPH/205

London Taxi or Private Hire Vehicle (PHV) Driver's Licence Living Abroad Details Form

If you have lived in a country other than the UK for one or more continuous periods of 3 months or more within the last 10 years, as an adult (aged 18 years or older), please provide the following information in the section(s) on this form:

- The date that the period of living abroad began and ended
- The name of the country where you have lived
- The full address (in as full a format as possible) where you were living
- Details of any convictions gained as a result of offences committed during this period

If you have lived abroad **for more than one** continuous period of 3 months or more within the last 10 years, and/or you have lived in **multiple countries/locations** for **any** continuous period of 3 months or more within the last 10 years, please photocopy this form and complete a form for each one. Please remember to submit all completed forms to us.

PLEASE NOTE: If you have lived in a country other than the UK for one or more periods of three months or more in the last 10 years, as an adult (aged 18 years or older), **you will be required to produce** a Certificate of Good Conduct issued by the relevant non-UK country.

A 'Certificate of Good Conduct' is an extract from the judicial record or an equivalent document issued by a competent judicial or administrative authority in the relevant country.

In order to obtain a Certificate of Good Conduct and for up to date information on any costs involved, you should contact the Embassy of High Commission of the country in question.

The Certificate of Good Conduct will **need to be stamped/endorsed** by the relevant Embassy.

A translation will be required by an official interpreter, if it is not provided in English.

You will also be required to provide **an apostille** for **any** Certificate of Good Conduct that has been obtained. An apostille is a document, stamp or seal which legalizes the document it is attached to for international use. The apostille **must be** obtained **in the same country** in which the original Certificate of Good Conduct was issued.

Failure to provide a Certificate of Good Conduct may prevent an application being considered. Failure to provide such information, without good reason, will be taken into account when a decision is made. Transport for London (TfL) will consider each individual case on its own merits, having regard to the need to protect the safety of the travelling public and whether the applicant has demonstrated that they are a 'fit and proper' person to hold a licence.

Where you are aware that you have committed any offence overseas, you are advised to seek independent expert or legal advice to ensure that any information provided is truthful and accurate.

When completing this form ✓ Please use **BLOCK CAPITALS** and **black ink** X Please **do not** use correction fluid

A - Personal Details

A1 Application or Licence number

A2 Surname/family name

A3 Forename(s)

A4 Date of birth

B - Living Abroad Details

B1 Period from to **B2** Country

B3 Address

B4 Were you arrested, cautioned or convicted of any criminal offence(s) during this period of living abroad? (✓)
 No Yes (please provide details below)

| Date of Arrest/Caution/Conviction | Nature of Offence | Outcome/Sentence |
|-----------------------------------|-------------------|------------------|
| | | |
| | | |
| | | |

B5 Confirm that you have obtained a Certificate of Good Conduct that has been issued by the relevant Embassy? (✓) Yes No

Where 'Yes'

(a) For a Certificate of Good Conduct obtained from **outside the UK**, has it been stamped/endorsed and includes an apostille? Yes No

Please note: An apostille must have been issued in the same country that has issued the Certificate of Good Conduct. If your Certificate of Good Conduct has not been stamped or does not include an apostille, it will not be accepted.

(b) For a Certificate of Good Conduct issued by the relevant embassy **in the UK**, has it been stamped/endorsed? Yes No

(c) Where a Certificate of Good Conduct is not in English, has a translation been provided by an official interpreter and stamped/endorsed by them? Yes No

C - Privacy Notice

Transport for London (TfL), its subsidiaries and service providers will use the personal information provided on this form for the purposes of administering the taxi and private hire licensing regime, including where necessary, further investigation into any changes reported, and assessing your continuing fitness to hold a taxi or private hire licence. All personal information will be properly safeguarded and processed in accordance with the requirements of privacy and data protection legislation.

In some circumstances we may share your personal information with the Police, Driver and Vehicle Licensing Agency (DVLA), Home Office Immigration Enforcement, Department for Work and Pensions (DWP), Motor Insurer's Bureau (MIB), Driver and Vehicle Standards Agency (DVSA), the Disclosure and Barring Service (DBS), local authorities and other relevant organisations, for the purposes of administering the taxi and private hire licensing regime, assessing a person's continuing fitness to hold a licence, for safeguarding purposes and for the prevention and detection of crime. For more information see www.tfl.gov.uk/privacy.

D - Declaration

I declare that all information provided on this form is true and correct to the best of my knowledge. I understand that providing false information is an offence punishable by a fine. I understand that a licence can be revoked if any statements are subsequently found to be false. I undertake to keep TfL informed of any changes to any details supplied in this form, and I am aware that failure to do so may result in licensing action being taken and which may lead to the possible revocation or suspension of the licence.

Signature

Date

Please return this completed form and any supporting documentation to: London Taxi and Private Hire, PO Box 177, Sheffield, S98 1JY