



Application for change of vehicle with South Kesteven District Council

Name:	
Address:	
Email:	
Telephone:	
Home:	
Business:	
Mobile:	

Business Address (if different from applicant's address):

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Request you to transfer my existing vehicle

Number plate number:	
Registration number:	
Expiry date:	
Make and model:	

To: (New vehicle details)

Vehicle Registration No.:	
Vehicle Make and Model:	
Seating Capacity: (excluding driver)	
Colour of Vehicle:	

Wheelchair accessible?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you the sole proprietor? <small>(Please note that the Registered Keeper of the vehicle is not necessarily the Proprietor)</small>	Yes <input type="checkbox"/> No <input type="checkbox"/> If no please state the names and addresses of other persons interested in said vehicle below
Name:	
Address:	

I/we enclose	Please tick ✓			
Registration document (must be supplied)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Certificate of insurance	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Certificate of compliance (pink copies)		<input type="checkbox"/>		<input type="checkbox"/>
Company name for fare scale: SKDC <input type="checkbox"/> Name (if not SKDC: _____)				
Copy of fare scale (if not SKDC)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Old plate handed in	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Operations and lifting equipment regulations (LOLER) Certificate (vehicle with lifting equipment only)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Signed: _____	Dated: _____
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Fee enclosed (as appropriate)	Amount to be deducted from old plate	Balance to pay on new plate
	£ _____	£ _____
Income code: 263 9257 A30149 Total fee payable in respect of this application		£ _____

Please complete and return to:
Licensing Section, South Kesteven District Council, Council Offices, St Peter's Hill, Grantham NG31 6PZ
Tel: 01476 406080
Email: licensing@southkesteven.gov.uk

Data Protection Act 1998: Confidentiality Statement

The District Council collects information for the purposes of licensing, housing, benefits, NNDR revenue collection, electoral registration, council tax, planning and public health functions. The information we collect about you will depend on the nature of your business with us but may be used for any of the Council's purposes. We may check information provided by you, or information provided by a third party, with other information held by us.

We may also get information about you from certain third parties, or give information to them, to check the accuracy of information; to prevent or detect crime; or to protect public funds in other ways, as permitted by law. These third parties include other local authorities, government departments and the police.

We will not disclose information about you to anyone outside the District Council unless the law permits us to.

The District Council is the Data Controller for the purposes of the Data Protection Act. If you want to know more about what information we have about you, or the way we use your information, you can ask at our main offices or telephone 01476 40 60 80.