



## Request to install a partition/screen in a licensed hackney carriage or private hire vehicle

### Business details

Licence Number:	
Name of proprietor:	
Trading Name:	
Contact Number:	
Email Address	

### Vehicle Details

Vehicle Registration Number	
Vehicle Make and Model	
Vehicle Licence Plate Number	

### Description of Partitions or Screens

Please send the technical specification or manufacturer's specification.

### Declaration

1. I understand that the authority will only use my personal information gathered for the specific purposes of my application. They will not give information about me to anyone else or use information about me for any other purpose, unless the law allows them to.  
Further privacy information can be found on [www.westoxon.gov.uk](http://www.westoxon.gov.uk)
2. I confirm that the installation, design and maintenance of the partitions or screens will be in accordance with West Oxfordshire District Council's policy and requirements.
3. I confirm that I have notified my Insurance Company of the material alteration to my licensed vehicle and it has been confirmed that my insurance for carrying passengers for hire and/or reward has not been affected by this alteration.

Name in capitals	
Signature	
Date	

**Your form must be returned by email to [ers@westoxon.gov.uk](mailto:ers@westoxon.gov.uk) or by post to Licensing, Environmental and Regulatory Services, West Oxfordshire District Council, Woodgreen, Witney, Oxfordshire. OX28 1NB.**