

FLARE REF:	
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OFFENCE REPORTING RECORD

To be used by a licenced driver to notify the Council of offences as per condition 20 of your Hackney Carriage, Private Hire Licence.

DRIVER DETAILS

FIRST NAME:	
SURNAME:	
PLATE NUMBER	HACKNEY/PRIVATE HIRE:
BADGE NO:	

TYPE OF OFFENCE REPORTING

DVLA <input type="checkbox"/>	POLICE <input type="checkbox"/>	OTHER <input type="checkbox"/>
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Date of Offence	Reference Number or Code	Details of Offence

DECLARATION

Are you reporting this offence within 14 days of the conviction, caution, road traffic offence, grant of bail, oral warning or other method not given?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Do you understand that failing to report within 14 days of the offence, it will result in the application of penalty points to you licence?	YES <input type="checkbox"/>	NO <input type="checkbox"/>

I understand that failing to disclose to the Council information required under section 20 of your Hackney Carriage, Private Hire Licence or seek to hide such information may result in the suspension or revocation of my licence or prosecution

I hereby declare that I have listed all conviction, cautions, driving licence endorsements, penalty notices, civil sanctions and any pending matter of the same received by me that I have not previously informed the Council

SIGNED	
PRINTED NAME	
DATE	