

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 or hold a visa allowing you to work in Australia.
- Provide evidence of a criminal history check undertaken no more than 3 months prior to the date of application.
- Be medically fit. (see details of medical assessment requirements in the information package)

Part A - Personal Details

Please note: if your details change you must notify the Enrolment Processing section of Roads and Maritime Services (Roads and Maritime) within 7 days.

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?

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 driving 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

18a. Type of Authority you are applying for?

Note: A non-refundable application fee of \$45 applies for consideration of the application.

Taxi-Cab Private Hire Vehicle

b. Are you applying through Mutual Recognition?

Yes
 No

19. Will you be operating a taxi in Sydney Metro?

Yes
 No

Please provide 2 recent, identical, clear colour photos
65mm x 65mm,
 of your head and neck
 on a pale background
 without hat or sunglasses

Polaroid, black backed and
 passport photographs
 are not acceptable

AFFIX PHOTO HERE

Application for an Authority to Drive, Taxi-Cab or Private Hire Vehicle

Part B - Your History

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

You **must** provide details of any NSW authority to drive a public passenger vehicle you have ever held, including any 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 authority

Authority number

Is the authority current?

Yes
No

21. 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 authority applied for

Year

Type of authority

Reason for refusal, cancellation, suspension or variation

ii In which name(s) was authority applied for

Year

Type of authority

Reason for refusal, cancellation, suspension or variation

22. 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

Reason for refusal, cancellation, suspension or disqualified

ii In which name(s) was driver licence held

Year

State of issue

Reason for refusal, cancellation, suspension or disqualified

iii In which name(s) was driver licence held

Year

State of issue

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.

Application for an Authority to Drive, Taxi-Cab or Private Hire Vehicle

23. 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?

This includes all charges against you which are yet to go to court, are currently before the courts or have been finalised in which you have been found guilty whether a conviction was recorded or not. 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 (convictions) 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

Court

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Outcome

ii Date

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

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

iv Date

day	/	month	/	year
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Details of offence

Court

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Outcome

v 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

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

This includes all charges against you which are yet to go before the courts, are currently before the courts or have been finalised in which you have been found guilty and no conviction was recorded. 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

Application for an Authority to Drive, Taxi-Cab or Private Hire Vehicle

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

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

25. 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

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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

Application for an Authority to Drive, Taxi-Cab or Private Hire Vehicle

Part C - Citizenship and Visa Status

26. Are you an Australian Citizen or Permanent Resident?

Yes refer below

No

If yes, attach a certified copy of your Birth Certificate or Passport or Australian Citizenship Certificate.

27. Are you an New Zealand Citizen?

Yes refer below

No

If yes, attach a certified copy of your New Zealand Passport or New Zealand Citizenship Certificate.

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

Yes refer below

No

If yes, attach a certified copy of your Passport and valid visa.

Note: All copies must be certified by a Justice of the Peace (JP) stating that they are true copies of the original. See 'Proof of Identity' below for further details.

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.transport.nsw.gov.au/content/100-point-check-proving-your-identity.

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 driver licensing and vehicle registration agencies. We may also disclose your personal information to relevant accredited private hire vehicle operators, accredited taxi-cab operators, authorised taxi-cab network providers or accredited bus operators and 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 101 Miller St, North Sydney NSW 2060 and generally you can contact us to access or correct it.

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, convictions recorded against me or proven offences 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 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 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

Name (print)

Date

day	/	month	/	year
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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 for business usage under the Road Transport (Vehicle Registration) Regulation 2007 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 vehicle registration.

Signature

Name (print)

Date

day	/	month	/	year
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Application for an Authority to Drive, Taxi-Cab or Private Hire Vehicle

Part H - Applicant checklist

- Application form (with all questions answered);
- Medical Assessment Form (completed by you and your medical practitioner);
- Two (2) photographs that meet Roads and Maritime Services specifications (one photograph must be signed by a Justice of the Peace (JP) or the applicant sighted by Roads and Maritime or TfNSW staff).
- Provided proof of Identity - see part D;
- A certified copy of your NSW driver licence;
- 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 3 months from the date the driver authority is submitted;
- Overseas Police Clearance Certificate if resident in Australia for less than five (5) years;
- A non-refundable application fee of \$45 for consideration and processing of 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 (Visa and Mastercard only) by filling in your credit card details on the page attached to the rear of this form.

Taxi Drivers

- Must also provide evidence of english language proficiency.

Part I - Lodgement Details

Please note - All transactions in relation to taxi-cabs and 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

Authority type:

Taxi

Private Hire Vehicle

Driving History Check:

OK

Not OK

Criminal History Results:

Date verified

day	/	month	/	year
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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

Birth certificate, Passport or Visa

OK

Not OK

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

Taxi Drivers

Evidence of english proficiency

OK

Not OK

Mutual Recognition:

Application received

Yes

No

Documentation provided

Yes

No

History

OK

Not OK

Action Officer

Receipt number

Date

day	/	month	/	year
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Fee paid

Date Authority issued

\$	/	month	/	year
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Credit Card Authority

- A non-refundable application fee of \$45 for consideration and processing of 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