

## **AGE POLICY GUIDELINES**

- Vehicles submitted for licensing for the first time must be less than 5 years old from the date of first registration;
- The only exception to the above is that Minibus type vehicles fitted with permanent automated tail lifts submitted for licensing for the first time must be less than 10 years old from the date of first registration;
- Vehicles aged up to 10 years old at the time of application will be tested twice a year;
- Vehicles aged over 10 years old at the time of application will be tested three times per year;
- Fleet Services will issue an MOT Certificate and Declaration of Fitness Form covering the taxi and private hire vehicle elements which fall outside the MOT process;
- Vehicles will be tested in accordance with the Freight Transport Association – National Inspection Standards for Hackney Carriage and Private Hire Vehicles.
- If you fail to submit an application to renew a vehicle licence in time, provided a completed application is received within five days of the expiry date the requirement for a vehicle to be presented to Committee is waived.
- Applications for converted or modified vehicles outside the M1 Vehicle Type approval category must be accompanied by a full service history and appropriate safety certification including a Voluntary Individual Vehicle Approval (IVA) Certificate issued by the Driving and Vehicle Standards Agency (DVSA).
- If you are in any doubt about whether a vehicle falls within policy guidelines please email us for advice before you make a financial commitment.

February 2021