

NORTH HERTFORDSHIRE DISTRICT COUNCIL

Housing and Public Protection Service: Licensing Department
Council Offices, Gernon Road, Letchworth Garden City, Hertfordshire, SG6 3JF
Telephone (01462) 474000



ENGINEERS REPORT (Certificate of Compliance)

HACKNEY CARRIAGE/PRIVATE HIRE

Owners Name	Plate Number
.....	Vehicle Reg
.....	Colour
.....	Vehicle Make
.....	Speedo Reading
.....	Chassis No
.....	No of Passenger Seats
.....	Wheelchair Accessible YES or NO

MECHANICAL CHECKS

- | | | |
|---|--|-----------|
| 1 | Are all necessary lights & reflectors fitted and undamaged? | YES OR NO |
| 2 | Is all wiring satisfactory and tidy? | YES OR NO |
| 3 | Is the exhaust system in good condition? | YES OR NO |
| 4 | Is all fitted electrical equipment functioning to manufacturers' original specification? | YES OR NO |

EXTERIOR CHECKS

- | | | |
|----|---|-----------|
| 5 | Do all the wheels have undamaged & matching wheel trims fitted? | YES OR NO |
| 6 | Is a spare wheel present and roadworthy in accordance with policy? | YES OR NO |
| 7 | Are the bumpers undamaged and fitted correctly? | YES OR NO |
| 8 | Is the rear screen washer & wiper working? | YES OR NO |
| 9 | Is the paintwork rust free? | YES OR NO |
| 10 | Is the bodywork dent free? | YES OR NO |
| 11 | Are all paint chips & scratches rectified to a professional standard? | YES OR NO |
| 12 | Is the body work colour uniform with no shade difference? | YES OR NO |
| 13 | Are all panels & trims fitted correctly? | YES OR NO |
| 14 | Is the taxi licence plate securely fixed in a prominent position on the outside of the vehicle (on or above the rear bumper)? | YES OR NO |
| 15 | If the plate is not displayed, is there a letter of exemption in the vehicle and is the plate available? | YES OR NO |
| 16 | Are rear view mirrors fitted and undamaged? | YES OR NO |
| 17 | Are door locks & handles undamaged, working and safe? | YES OR NO |
| 18 | Has the vehicle at least 4 doors, all shutting completely? | YES OR NO |
| 19 | Is livery fitted to Council Policy advertising requirements? | YES OR NO |
| 20 | Is "No Smoking" signage displayed in accordance with requirements? | YES OR NO |

INTERIOR CHECKS

- | | | |
|----|--|-----------|
| 21 | Is the inside of the vehicle in a clean condition? | YES OR NO |
| 22 | Is the vehicle free of any blemishes? e.g. cig burns, stains, tears, etc. | YES OR NO |
| 23 | Are all trim panels present and complete, including head lining? | YES OR NO |
| 24 | Is the vehicle free of stale odours? | YES OR NO |
| 25 | If an estate vehicle is there a luggage guard fitted? | YES OR NO |
| 26 | a) Is the vehicle equipped with a dated fire extinguisher (within the expiry date) conforming to Council Policy? | YES OR NO |

- b) Is the fire extinguisher marked with the vehicle registration or licence plate number? YES OR NO
- 27 a) Is the vehicle equipped with a first aid kit (within the expiry date) conforming to Council Policy? YES OR NO
- b) Is the first aid kit marked with the vehicle registration or licence plate number? YES OR NO
- 28 If the vehicle is over 5yrs old, is it in exceptional condition? YES OR NO
- 29 Is the vehicle free of CB radio and radio scanning devices? YES OR NO

HACKNEY CARRIAGES ONLY

- 30 Is the vehicle fitted with a taximeter visible from the rear nearside seat? YES OR NO
- 31 Meter No. Meter Type: Flag Rate £ YES OR NO
- 32 Is the vehicle fitted with an illuminated external roof sign which switches off when the vehicle is hired? YES OR NO
- 33 Are the current Council Approved fares table prominently displayed? YES OR NO
In the passenger compartment? Date shown:

Inspector (Signature)

Inspector (Block Capitals)

Date

PASSED OR FAILED

FAILURE COMMENTS / ADDITIONAL FAILURES: -

- Notes:**
1. An additional fee of £20.00 will be required for a re-test.
 2. The Council will be notified of all test failures.

TEST FAILURES

IF YOUR VEHICLE HAS FAILED ITS MOT OR ENGINEER'S REPORT IT MUST NOT BE USED AS A HACKNEY CARRIAGE OR PRIVATE HIRE VEHICLE UNTIL SUCH TIME AS IT HAS PASSED A RE-TEST.

USE OF A VEHICLE UNDER THESE CIRCUMSTANCES WILL BE SUBJECT TO ENFORCEMENT ACTION BY NORTH HERTFORDSHIRE DISTRICT COUNCIL AND MAY IMPACT ON THE APPLICATION FOR RENEWAL.

ANY DIFFERENCE IN MILEAGE BETWEEN A TEST FAILURE AND A RE-TEST WILL BE REPORTED TO NORTH HERTFORDSHIRE DISTRICT COUNCIL.

Driver's declaration

I acknowledge that I have read the above information and will not use this vehicle as a hackney carriage or private hire vehicle until it has passed a re-test.

Signature: _____ **Date:** _____