

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:** _____