

APPLICATION AND INFORMATION ON OBTAINING A PERMIT TO DRIVE A PUBLIC SERVICE VEHICLE

The following information outlines the process with which to obtain a permit to drive a Public Service Vehicle in Guernsey (i.e. to drive a service omnibus, a private hire omnibus, taxi or private hire car).

To drive a Public Service Vehicle, you must first obtain a permit (PSV permit) in addition to holding a valid driving licence in the appropriate category. You must be at least 18 years of age.

How do I apply for a PSV permit?

1. You will need to complete an application form (attached). The application fee is £10.00.
2. You will need to apply for a Disclosure and Barring Service (DBS) convictions check. Please note that the certificate will include all spent and unspent convictions as well as cautions you have received, regardless of how long ago the offence was committed. The form will need to be completed online once you have attended DVL's offices to show staff x3 form of Identification. The cost of the check is £41.00 and is payable online at the time of application.
3. If you don't already hold one for a high category driving licence, you will need to have a medical. The cost of the medical will be determined by the doctor's surgery you attend.

It is important that you get all 3 of the above steps completed as soon as possible to avoid delaying your application. The whole process from handing in your application to the issue of first permit must be completed within 3 months.

All applicants for a taxi PSV permit are only permitted to drive a taxi if it is fitted with a GPS mapping device or radio link to an experienced operator. This will be checked by staff.

Validity of Permits

Permits are issued according to your age but are never for a longer period than four years. Please note, you must also continue to hold a full valid driving licence for the category of vehicle that you are driving as well as your P.S.V Permit.

Renewing your PSV permit

You can renew your permit by completing a simple renewal form. If it has been more than 3 years since you last submitted a DBS certificate, you will need to apply for a new one. If you are aged 60 or over, you will also need to supply a medical report from your Doctor.

The charge to renew your permit is £17.00 per year and the number of years that your permit can be renewed for is dependent on your age. A person under 57 years of age will be issued with a 4-year permit, a person under 58 years of age will be issued with a 3-year permit, a person under 59 years of age will be issued with a 2-year permit and a person aged 60 or above will be issued with a 12-month permit.

Regulations and Legislation

The legislation relating to the issue of PSV permits is contained in The Road Traffic (Permits to Drive Public Service Vehicles) Ordinance, 1986, as amended, and The Public Transport Ordinance, 1986, as amended. Copies of this legislation are on www.guernseylegalresources.gg

If you have any further queries please contact the Public Transport Section on Tel. 01481 221000.



APPLICATION FOR A PERMIT TO DRIVE A PUBLIC SERVICE VEHICLE

This application form constitutes a record and is issued by the Committee *for the* Environment & Infrastructure in accordance with The Road Traffic Permits to Drive Public Service Vehicles) Ordinance, 1986.

1. Your details								
(Tick where appropriate)								
Title:	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	Miss <input type="checkbox"/>	Other <input type="checkbox"/>	(Specify) <input style="width: 100%;" type="text"/>		
Surname:	<input style="width: 100%;" type="text"/>			Forenames:	<input style="width: 100%;" type="text"/>			
Former or maiden name if applicable:	<input style="width: 100%;" type="text"/>				Date of birth:	<input style="width: 100%;" type="text"/>		
Address:	<input style="width: 100%;" type="text"/>						Post code:	<input style="width: 100%;" type="text"/>
Contact details:	Home No.	<input style="width: 100%;" type="text"/>			Work No.	<input style="width: 100%;" type="text"/>		
Mobile No.	<input style="width: 100%;" type="text"/>			E-mail	<input style="width: 100%;" type="text"/>			
If you were not born in Guernsey, state the date you took up residence: <input style="width: 100%;" type="text"/>								
Please tick the category of PSV permit you wish to apply for :								
Taxi <input type="checkbox"/>	Private Hire Car <input type="checkbox"/>	Omnibus D1 (9-16 pax) <input type="checkbox"/>	Omnibus D (17+ pax) <input type="checkbox"/>					

2. Enhanced conviction disclosure

You will be required to apply online for a DBS certificate as part of your application. Please contact the Passenger Transport office on 220323 for further details

3. Medical declaration

Are you suffering from any disease, mental or physical disability which would be likely to interfere with the efficient discharge of your duties as a driver or to cause the driving by you of a motor vehicle to be a source of danger to the public?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are you aware of any other reason as to your character, health or ability to drive a public service vehicle, which should be considered by DVL in determining your application?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you have answered YES to either of the above questions, please provide details on a separate sheet of paper and submit it with your application		

4. Declaration

Any person who, in connection with any application for the grant of a permit, knowingly makes any false statement or recklessly makes any statement which is false in a material particular, shall be guilty of an offence and liable, on conviction, to a fine. (Ref. The Road Traffic Permits to Drive Public Service Vehicles) Ordinance, 1986 section 13, as amended

I declare that the information I have provided on this application to be true and correct.

Signature:	Date:	<input style="width: 100%;" type="text"/>
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The States of Guernsey will process any personal data that you provide, via this form, in accordance with the Data Protection (Bailiwick of Guernsey) Law, 2017. Further information about how your personal data is processed by the States of Guernsey can be found at <https://gov.gg/dp>.

For Official Use Only

DBS Check No. F _____ Date Sent _____

V102022

Declaration No. _____ Date of issue _____

Period of Permit __ year (s) Permit No. ____ Next date due for renewal: _____

Medical Required? Yes No

Authorising Officers Name: _____ Signature: _____ Date _____