

Guidance Notes for Operator Renewal – Online Application

- Please select Huntingdonshire District Council as the current council area
- Select Licensing on the left side panel – you may need to swipe across if you are using a mobile phone
- Select taxis and private hire on the left side panel
- Select operator as the licence type
- Select renewal as the application type

Step 1

- Additional information – We have two approved Safeguarding Courses - [Blue Lamp Trust](#) and [High Speed Training](#)
If you are applying as a limited company, directors must hold a recent DBS and Operations Managers should have a safeguarding certificate and a DBS
- Select period of licence – 1 or 5 years
- Premises location details – please enter the location information for the address you will be trading from, along with the contact details

Step 2

- Right to Work in the UK – additional information is suitable

Step 3

- Tax check code – additional information is suitable

Step 4

- Details of operating business – no further additional info is needed

Step 5

- Vehicle details – please ensure that all of your licensed vehicles are provided

Step 6

- Driver details – please ensure that all of your licensed drivers are provided

Step 7

- Staff – additional info is suitable