Stafford BOROUGH COUNCIL

Private Hire Operator Renewals

The Licensing team will send out a reminder and application in the post/via email for the renewal

This will be one month before the renewal is due.

It is your responsibility to renew the licence **with OR without** this reminder

Complete the application form

Ensure it is dated and signed and includes a list of both your ***current*** **vehicles and drivers**

Bring in the application to reception or email to licensing & pay the fee of £175.00

Email:
ehlicensing@staffordbc.gov.uk

If sending application via email call 01785 619745 to make payment

The Licensing team will process the application and issue the licence

Please ensure information is correct at the time of receiving the licence.

Driver will receive paper licence in the post

Conditions are attached to the licence which are to be adhered to.