



**Complaints about hackney carriage and private hire services licensed by the Council**

Please use this form if you experience a matter you wish to complain about regarding a Council licensed driver or vehicle which has impacted on public safety or licensing matters.

The Licensing Team require contact details of complainants and treat personal data confidentially when dealing with complaints. To investigate matters, full details of the complaints are required.

Name and Address:

Contact Tel. Number & Email address:

Vehicle Registration/Council Licence Number (if known):

Driver Name/Badge Number (if known)

Private Hire Operator (if known):

Date and time of Incident:

Location of incident:

Details of Incident (please use additional sheet of paper if required):

Data Protection Declaration: I understand the personal information I have provided will only be used to process my complaint. I authorise officers to contact me if they need to during their investigation.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_ Print Name: \_\_\_\_\_