

Taxi Combined Driver Application Checklist

No	Description	Tick here
1	Full UK drivers licence held for at least one year.	
2	An Enhanced DBS Certificate and requirement to register for DBS Update service. Please contact the Customer Services or the Licensing Team if you wish to apply via Rushcliffe Borough Council. This is an online registration via KnowYourPeople. Fee applies if required , which is paid directly to KnowYour People.	
3	Rushcliffe Borough Council Knowledge Test. A computerised multiple choice test. Fee is required. Please contact Rushcliffe Borough Council Customer Services to book and pay for each test or use the Licensing Sundries link on the Rushcliffe Borough Council website. Licensing - Rushcliffe Borough Council	
4	Completion of a English Test certificate unless exempt (e.g. a copy of a UK Qualification). The English Test provided via Rushcliffe Borough Council is a computer/video test. Fee applies if required. If English Test is required please use the Licensing Sundries link on the Rushcliffe Borough Council website to make the payment. Licensing - Rushcliffe Borough Council	
5	A current passport sized photograph with light coloured background	
6	UK passport or 9-digit immigration share code provided by the Home Office	
7	National Insurance Number	
8	Medical examination with AC Medical Services Ltd, Rectory Road, Colwick, Nottingham, NG4 2DU. Contact the AC medical services on 07802 850 084/0115 6488985 or enquires@acmedical.co.uk or other medical supplier if agreed by Licensing Officer prior, Fees for medical examinations are payable to the practitioners. Please check website for related document to be completed and taken to medical.	
8	Driving test assessment with Nottingham City Council. To book a test, contact via email taxi.drivingtests@nottinghamcity.gov.uk Fee is payable to Nottingham City. Alternatively via Blue Lamp Trust through their website TaxiAssesments THE BLUE LAMP TRUST	
9	Safeguarding Course pass. Online course offered by The Blue Lamp Trust safeguarding-elearning THE BLUE LAMP TRUST Fee is payable directly to course provider.	
10	2 utility bills to confirm address	
You may also be required to supply the following information:		
11	HMRC Tax Check Share Code for renewal applications and for new applications where the applicant holds or has previously held within the last 12 months or held a HC/PH Driver or Operator Licence.	

If you meet the above requirements you can now apply and pay for your application at

[Information For Taxi Drivers - Rushcliffe Borough Council](#)