

Eligibility to Drive a Taxi:

To be eligible to drive a Taxi you must:

- Hold a current Australian driver licence for a minimum of 12 months
 - be at least 20 years of age:
 - if you are 20 years of age you must have held your car licence for at least two out of the three years before you make an application
 - if you are 21 years or older you must have held your car licence for at least one year out of the three years before you make an application
- Be an Australian or New Zealand Citizen, permanent resident or hold a visa allowing you to work in Australia
- Satisfy the character requirements by supplying a National Police Certificate from Tasmania Police (see general information for meeting character requirements)
- Be registered for Working with Children
- Be medically fit at the commercial driver standard
- Undertake a specified course of training which is a Literacy Assessment and Taxi Driver Training Course at:
 - Combined Training – 0413 791 050 or www.combinedtraining.com.au
 - I3CABS Driver Academy – 6272 9292

It is important to note that completing the training does not guarantee that your application will be approved. You must meet all the eligibility criteria.

If you do not meet the criteria, you will need to supply a letter stating the reasons why you should be granted an Ancillary Certificate. This letter should also be accompanied by supporting documentation, such as character references.

How to make an application for a Taxi Ancillary Certificate:

Step 1 Complete the application form included with these guidelines

Step 2 Be registered with Working with Children. For further information visit:
www.forms.justice.tas.gov.au/RegistrationForm.aspx

Step 3 Complete the checklist below:

- meet the minimum period for holding an Australian Driver Licence (as above)
- meet the minimum age requirements (as above)
- completed Application Form
- Work Visa (if applicable)
- registered with Working with Children
- obtain a QR Code for Check In Tas

Step 4 Take all the above information together with your current Australian Driver Licence and evidence of your residential address to any Service Tasmania shop along with the required Ancillary licence fee. See www.transport.tas.gov.au/fees_forms/registration_licensing/other_driver_licence_fees

Step 5 You will be advised of the outcome of your application within five working days

Within two (2) months of the issue date of your Taxi Ancillary Certificate you MUST (if not already provided):

- Obtain a National Police Certificate from Tasmania Police. It must be issued no more than six months prior to the date of issue of your Taxi Ancillary Certificate and must be the original document. *Please note: it may take six weeks to receive the National Police Certificate*
- Undertake a medical assessment with your regular treating general practitioner who will complete the Medical Fitness to Drive Assessment form included with these guidelines

General Information

Meeting the character requirements

To be eligible to be issued with a Taxi Ancillary Certificate, you must be of good character. When assessing a person's offences, the Registrar of Motor Vehicles looks at numerous factors including [Road Safety](#), [Honesty/Integrity and Social Behaviour](#).

If you have:

- been convicted of a criminal offence or a serious traffic offence; or
- been refused a Taxi or Public Vehicle licence; or
- had a Taxi licence or Public Vehicle licence cancelled

You may be required to supply a letter to the Registrar of Motor Vehicles outlining why you should be issued with a Taxi Ancillary Certificate. You should also provide other documents supporting your application (e.g. character references). You should do this when you apply for your National Police Certificate and before you undertake the required taxi training unit.

National Police Certificate

Good character or personal references previously obtained by or for other institutions, persons, agencies (Government or otherwise), or National Police Checks or Certificates obtained from an internet-based facility or website **will not be accepted**.

How long is a Taxi Ancillary Certificate valid?

A Taxi Ancillary Certificate is valid for 12 months. A renewal notice will be sent to you before your Taxi Ancillary Certificate expires.

If you are disqualified from driving, your Taxi Ancillary Certificate will be automatically cancelled. Unless the Court issues you with a Restricted Driver Licence to drive a taxi, you will have to reapply for your Taxi Ancillary Certificate and provide the Registrar of Motor Vehicles with a letter of explanation outlining why you should be reissued with a Taxi Ancillary Certificate.

What happens after a Taxi Ancillary Certificate is granted

Regular checks are made of your conviction and driving record. If you commit a criminal offence or crime, any alcohol or drug related offence or other traffic offences, your Taxi Ancillary Certificate may be cancelled.

You must undertake a medical assessment which will be conducted in accordance with the Assessing Fitness to Drive Guidelines at the commercial medical standards:

- every three years until you turn 65 years of age
- every year from the age of 65 OR

- at any time as required by the Registrar of Motor Vehicles

You are not required to have a driving assessment unless requested by the Registrar of Motor Vehicles.

How can I check if my Taxi Ancillary Certificate is still valid

You can check your Taxi Ancillary Certificate expiry date on our website. You will need to enter your driver licence number and surname. The details you enter must *exactly* match the details found on your driver licence card or the ancillary certificate information will not be released. A successful search will provide the ancillary certificate type, ancillary certificate expiry date and driver licence expiry date of the licence searched.

Visit our website at: https://ptinfo.transport.tas.gov.au/ancillary_check.aspx

Exemption to hold an Australian Driver Licence for 12 months

You may be able to apply for an exemption from the minimum 12 month licensing period. To be eligible for this exemption you must meet certain employment criteria.

Contact Service Tasmania on 1300 135 513 for more information regarding this exemption.

Assistance in learning English

Contact the Migrant Education Centre on 03 6216 4482 at the Tasmanian Polytechnic.

Please Note:

These Guidelines are for your information only.

Please do not return the Guidelines with your application form.

APPLICATION TO DRIVE A TAXI

Applicant Details			
Surname (Family Name)			
Given Names			
Date of Birth		Driver Licence No	
Residential Address			
Postal Address (if different from above)			
Contact Phone Number			
Working with Children Registration Number		Expiry Date:	

To support this application, I have attached	
<input type="checkbox"/>	Current Working with Children Registration Details
<input type="checkbox"/>	Certificate of Completion of Taxi Training Course
<input type="checkbox"/>	Evidence of Medical appointment
<input type="checkbox"/>	Evidence of National Police check Application

Driving History/Conviction Details (please tick the applicable box)			
1	Have you ever had an application for Taxi or PPV Ancillary Certificate refused? If yes give details:	YES <input type="checkbox"/>	NO <input type="checkbox"/>
2	Have you ever had a Taxi or PPV Ancillary Certificate Cancelled? If yes give details:	YES <input type="checkbox"/>	NO <input type="checkbox"/>
3	Have you had any traffic infringement notices issued within the last 3 years? If yes give details:	YES <input type="checkbox"/>	NO <input type="checkbox"/>
4	Have you ever been charged or convicted of any criminal offence whether a Conviction was recorded or not? If yes give details:	YES <input type="checkbox"/>	NO <input type="checkbox"/>
5	Are there any convictions pending against you? If yes give details:	YES <input type="checkbox"/>	NO <input type="checkbox"/>
6	Are there any issues the Registrar of Motor Vehicles should be aware of, that's relevant to you being considered fit & proper (refer to www.transport.tas.gov.au) or are you subject to any order issued by court or tribunal? If yes give details:	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Medical Declaration

You are required by law to disclose any medical condition that may impair your ability to operate a motor vehicle. Failure to provide correct information may result in a refusal to issue an Ancillary Certificate or have consequences for your ongoing Ancillary Certificate. Do you suffer from? (tick all applicable)

<input type="checkbox"/>	Blackouts	
<input type="checkbox"/>	Cardiovascular	
<input type="checkbox"/>	Diabetes	<input type="checkbox"/> Diet <input type="checkbox"/> Oral <input type="checkbox"/> Insulin
<input type="checkbox"/>	Musculoskeletal	
<input type="checkbox"/>	Neurological	
<input type="checkbox"/>	Epilepsy	
<input type="checkbox"/>	Psychiatric - cognitive impairments	
<input type="checkbox"/>	Sleep Disorders	
<input type="checkbox"/>	Substance Misuse	

Signature and Declaration

I (please print full name) _____

of (address) _____

Declare that the information I have provided on this application is true to the best of my knowledge and belief and agree to provide a Medical Fitness to Drive Assessment and National Police Check within the required time.

I also consent to the Registrar of Motor Vehicles obtaining any additional information and National and Local criminal checks from the Department of Police and Emergency Management and interstate authorities as part of this application and during the currency of the Taxi Licence.

Signature of Applicant: ----- **Date:**

Warning

Penalty for dishonestly providing false or misleading information – Maximum \$4000 and/or imprisonment for up to 6 months for a first offence.

Personal Information Protection Statement: You are providing personal information to the Registrar of Motor Vehicles, who will manage that information in accordance with the *Personal Information Protection Act 2004* and relevant provisions of the *Vehicle and Traffic Act 1999*. The personal information collected here will be used by the Registrar of Motor Vehicles for driver licensing and vehicle registration purposes, and related purposes under the *Vehicle and Traffic Act 1999* and associated laws, including for national identity matching and verification purposes. Failure to provide this information may result in your application not being processed, or records not being properly maintained. The Registrar of Motor Vehicles may also use the information for related purposes, or disclose it to third parties in circumstances allowed for by law. You have the right to access your personal information by request to the Registrar of Motor Vehicles and you may be charged a fee for this service.