

# Fees and charges

## Taxi licensing fees and charges 2024 to 2025

Hackney carriage and private hire vehicles	Fee/Charge
<b>Operator licence</b>	
Private hire operator's 5 year licence – new	£304.70
Private hire operator's 5 year licence – renewal	£304.70
<b>Vehicle licence</b>	
Hackney carriage vehicle licence – 12 months new (including plates)	£197.60
Hackney carriage vehicle licence – 12 months renewal	£197.60
Hackney carriage vehicle licence – 6 months new	£180.00
Hackney carriage vehicle licence – transfer	£73.90
Hackney carriage vehicle licence – change of vehicle (including plates)	£89.30
Private hire vehicle licence (and plate exemption) – 12 months new (including plates)	£197.60
Private hire vehicle licence (and plate exemption) – 12 months renewal	£197.60
Private hire vehicle licence (and plate exemption) – 6 months new	£180.00
Private hire vehicle licence – transfer	£73.90
Private hire vehicle licence – change of vehicle (including plates)	£89.30
Change from private hire vehicle licence to hackney carriage vehicle licence (including plates)	£55.40
Change from hackney carriage vehicle licence to private hire vehicle licence (including plates)	£55.40
Vehicle 10 years old (WAV or adjusted vehicle) depart from policy application	£85.50
<b>Plates and mounting brackets</b>	
Plate exemption request within licence (private hire executive high-end vehicles)	£81.20
Replacement of hackney carriage or private hire vehicle plate (each)	£20.30
Replacement of hackney carriage or private hire vehicle rear mounting bracket	£28.90
Replacement of private hire vehicle front mounting bracket	£19.70

<b>Driver's licence</b>	
Private hire driver's 3 year licence – new (including 3 annual IDS checks)	£276.60
Private hire driver's 3 year licence – renewal (including 3 annual IDS checks)	£276.60
Dual driver's 3 year licence – new (including 3 annual IDS checks)	£276.60
Dual driver's 3 year licence – renewal (including 3 annual IDS checks)	£276.60
Change from private hire to dual driver's licence	£32.50
Equality act driver medical exemption request	£99.20
<b>Skills and testing</b>	
Learning and suitability assessment	£175.50
Knowledge and basic competency test (new)	£30.00
<b>Badges and documentation</b>	
Driver's badges deposit – new applicants	£45.00
Replacement of driver's badge (each)	£27.10
Certified copy of licence	£13.60
Change of details on licence	£27.10
Replacement of missing documentation	£27.10
<b>Refunds</b>	
Refund for part used operator's licence	No refund
Refund for refusal of operator's licence application by sub-committee	No refund
Refund for part used vehicle licence	No refund
Refund for part used vehicle licence application by sub-committee	No refund
(*The licensing service has not stocked top signs since 2011/2012, these must be sourced directly from Lettercraft or sub-supplier*) Deposit for top sign (historically)	£122.35
Top sign over 10 years old	No refund
Refund for part used driver's licence	No refund
Refund for refusal of driver's licence application by sub-committee	Full fee refund
Refund for Learning and suitability assessment (2 full working days' notice required)	Full fee refund

## Pre-application advice service for operators and drivers

Before applying for your operator, vehicle, or driver's licence, you can make an appointment with our advice service to help with any questions or concerns. The fees are outlined below:

<b>Pre-application advice service</b>	<b>Hourly rate (£) (VAT exclusive)</b>
Private hire operator's licence	£82.50
Vehicle licence	£82.50
Driver's licence	£82.50

To request a pre-application advice appointment, send an email to [licensingadvice@southglos.gov.uk](mailto:licensingadvice@southglos.gov.uk)

The advice service is administered and provided by council authorised licensing officers and assistants. Appointments will take place at the Licensing offices, Broad Lane, Yate, BS37 7PN, or virtually through MS Teams.