

DOCK PERMIT APPLICATION



Do not leave any question unanswered - incomplete forms will not be accepted.
Please complete this form in block capitals throughout



1. I (full name)

_____ hereby apply to Southampton City Council for a Dock Permit to use the Hackney Carriage described below to ply for hire on Associated British Ports Docks property in Southampton, subject to the statutory requirements and conditions for such licences made by Southampton City Council under the provisions of the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976, the current Associated British Ports Byelaws and the current conditions for Dock Permits made by Associated British Ports.

2. Home address: _____

Post code: _____

Home telephone no: _____

Mobile no: _____

4. Vehicle registration no: _____

5. Hackney Carriage licence no. (plate): _____

6. Expiry date of hackney carriage licence: _____

7. Proprietor of vehicle if different from applicant:

Full name : _____

Address : _____

Post Code: _____

Home telephone no: _____

Mobile: _____

8. Applicant Signature: _____

Date: _____

Proprietor

9. Signature: _____

Date: _____

(if not applicant)

For office use Permit issued? YES / NO Date:

Receipt

Received

Docks Permit Scheme

Southampton City Council entered a five year agreement with Associated British Ports (ABP) to administer access to ABP taxi ranks at the Terminals within the Port of Southampton with effect from 1st April 2009.

Possession of a docks permit will give you access to the ranks at QEII Terminal, Ocean Terminal, City Cruise Terminal and the Mayflower Cruise Terminal and the new fifth terminal, which is projected to open in 2012. It will also allow you access through Gate 8 when appropriate.

The fee will give access until the expiry of your hackney carriage licence.

The fee will be £52.50 + VAT @ the current rate = £63.00.

The fee comprises an element for ABP, a nominal amount for administration and the remainder contributing to the costs of enforcement of the scheme within the docks area.

If you wish to apply for a permit please complete the application form overleaf. If you wish to apply as a driver, the proprietor of the licensed vehicle will also have to sign the application form. There must be a separate application for each vehicle.

Please make all cheques etc payable to **Southampton City Council**

When completed please forward the form and the fee to:

The Licensing Team
Southbrook Rise,
4-8 Millbrook Road East,
Southampton.
SO15 1YG

ASSOCIATED BRITISH PORTS DOCKS PERMIT CONDITIONS, RULES AND REGULATIONS

You the proprietor, on application for a permit agree that you, your drivers, servants and / or agents will:

1. Comply with the requirements of every statute, regulation, order or byelaw relating to motor vehicles or hackney carriages plying for hire and with the byelaws and regulations of Associated British Ports. These are available for inspection at the offices of Associated British Ports.
2. Comply with any direction given by Associated British Ports' security personnel or authorised official.
3. Accept that any Associated British Ports designated taxi rank is not an official rank and can be moved or altered by Associated British Ports or its security personnel or any authorised official in accordance with Associated British Ports' requirements at any time.
4. Accept that the driver of the first taxi on the rank must be in their vehicle or available for immediate hire and must take the first fare.
5. Ensure all fares or potential customers are referred to the first vehicle on the rank.
6. Move up the rank immediately a space becomes available.
7. Ensure no rubbish is deposited at the ranks.
8. Be polite and courteous to passengers, other drivers or persons visiting Associated British Ports' property and / or Associated British Ports' personnel.
 - (a) Give all reasonable assistance to passengers, especially those with luggage.
 - (b) Crew members can be picked up on the rank.
9. Unless you are instructed otherwise by Associated British Ports' security personnel or authorised official, passengers are not to be dropped off on a taxi rank.
 - (a) On health and safety grounds all vehicles dropping off will at all times obey the directions of security staff.
 - (b) No vehicles to wait in coach bays or "No Waiting" areas as designated from time to time by Associated British Ports.
10. Associated British Ports and Southampton City Council wish to present a welcoming image to visitors to the Port. This will be reflected in the standard of service offered by the taxi trade who are often the first point of contact with International and holidaying visitors.

To this end drivers will wear appropriate, respectable and clean clothing.

Appropriate clothing will include:

- Smart casual trousers, including, at times tailored shorts;
- A short or long sleeved shirt, with collar;
- Appropriate and safe footwear.

The following are deemed **not** to be appropriate:

- Jeans, jogging suits / pants;
- 'T' shirts and reproduction sports shirts and shorts, flip flops and sandals.

These requirements apply equally to both male and female drivers.

11. Keep their taxis clean and presentable at all times. All vehicles must comply with the specifications of the manufacturer at time of construction in relation to wheel trims and alloy wheels.
12. As the proprietor you are to notify your drivers, servants or agents of the above, and failure to comply with these rules and regulations may result in that vehicle and or driver being excluded from Associated British Ports land. The formal exclusion procedure will consist of one or all of the following, depending on the severity of the incident, at the absolute discretion of Associated British Ports:
 - (a) Verbal warning;
 - (b) Written warning;
 - (c) Written suspension / revocation.
13. The permit is not transferable to another proprietor or vehicle and Associated British Ports reserve the right to withdraw at any time any permit on contravention of the rules and regulations or misuse by you the proprietor or your drivers, servants or agents. The permit remains the property of Associated British Ports at all times Associated British Ports will not be held responsible for any damage to vehicles or injury to persons suffered as a result of you plying your trade on the dock estate. You and your drivers, servants and agents use the dock estate entirely at your own risk.

NOTE ON FARES. The maximum fare charge for any journey commencing from Associated British Ports' dock property shall not exceed that shown on the meter unless agreement has been made with the hirer before the commencement of the journey.

June 2010