

Vehicle Accident Reporting Form

This form is to be used by the proprietor of a Hackney Carriage or Private Hire Vehicle to report an accident to their licensing authority. This is required by Section 50(3) of the Local Government (Miscellaneous Provisions) Act 1976

<https://www.legislation.gov.uk/ukpga/1976/57/section/50> which states:

“Without prejudice to the provisions of section 170 of the Road Traffic Act 1988, the proprietor of a hackney carriage or of a private hire vehicle licensed by a district council shall report to them as soon as reasonably practicable, and in any case within seventy-two hours of the occurrence thereof, any accident to such hackney carriage or private hire vehicle causing damage materially affecting the safety, performance or appearance of the hackney carriage or private hire vehicle or the comfort or convenience of persons carried therein”

Details must be accurate and complete and submitted THE NEXT WORKING DAY FOLLOWING THE ACCIDENT. The completed form should be emailed to taxis@crawley.gov.uk

PLEASE NOTE THAT WHERE POSSIBLE, WE WILL NEED TO INSPECT THE VEHICLE AS PART OF OUR REGULATORY AND COMPLIANCE CHECKS

Details of Accident	
Date of Accident:	Time of Accident (24hr):
Road / Place of accident:	
Give a brief account of the accident:	

Vehicle Details		
Private Hire Plate number:	PHV	
Taxi Plate number:	HCV	
Vehicle registration number:		
Name of driver		

Crawley Borough Council will use your information within the Data Protection Act. Any disclosures or sharing of information will only take place where required or permitted by law. Visit <https://crawley.gov.uk/business/licensing> for information about licensing

Please give full details of the damage to the licensed vehicle and mark the areas of damage of the diagram m m

Your full home address:	
Your email address:	
Your telephone number:	
Signature:	Today's Date:

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PLEASE NOTE THE FOLLOWING:

An Authorised Licensing Officer from the Council may request to inspect any damage to the licensed vehicle to consider whether it is roadworthy or not

As considered necessary, an Authorised Licensing Officer may opt to suspend a vehicle pending repair or replacement

This accident report does not remove the responsibility of the driver to report an accident to the Police as required by the Road Traffic Act 1988. If either the driver or proprietor of the licensed vehicle is convicted of any offence as a result of proceedings arising out of the accident, the Council must be informed of such conviction immediately)

The above list is not exhaustive and further information may be required by an Authorised Licensing Officer and/or the Councils Taxi Licensing Service