



**ACT**  
Government

---

Justice and Community Safety

APPLICATION FOR RENEWAL  
OF A LEASED TAXI LICENCE



**ACT**  
Government

Justice and Community Safety

Public Transport Regulation  
OFFICE OF REGULATORY SERVICES

## APPLICATION FOR RENEWAL OF A LEASED TAXI LICENCE

Section 84A of the  
*Road Transport (Public Passenger Services) Regulation 2002*

### CONTACT INFORMATION

Lodge in person at the **Office of Regulatory Services:** **Public Transport Regulation**  
Level 2 Macarthur House,  
12 Wattle Street LYNEHAM

Office Hours: **8:30am to 4:00-pm Monday to Friday**  
General enquiries telephone number: **02 62078011**  
Website address: **www.ors.act.gov.au**

### PRIVACY STATEMENT

The lawful authority for collecting the information is the *Road Transport (Public Passenger Service) Act 2001*. The information may be disclosed to Commonwealth, Territory or State law enforcement agencies, transport authorities in those jurisdictions, government agencies authorised by law, the third party insurer or individuals or their agents or insurers following a motor vehicle accident.

### INSTRUCTIONS FOR COMPLETION

The legislation underpinning the regulation of Taxi Services is the *Road Transport (Public Passenger Services) Act 2001* (the Act) and the *Road Transport (Public Passenger Services) Regulation 2002*.

- (1) **To renew a taxi licence the applicant must be the accredited operator of a taxi service.**
- (2) **Submit an "Application for renewal of a Leased Taxi Licence" form (see attached), to Public Transport Regulation.**
- (3) **Submit a passed Vehicle Inspection Report from Road User Services.**
- (4) **Provide a copy of the certificate of insurance to the Road Transport Authority prior to renewing the leased taxi licence.**
- (5) **Present a cheque or money order made payable to the Road Transport Authority for payment of Licence Fees or pay online.**

The fee for the various leased taxi licences are as follows:

- Restricted Taxi Licence (WAT) \$1000.00 Single , \$100.00 Dual
- Non-Transferable Leased Taxi Licence Annual Fee \$20,000.00
- Non-Transferable Leased Taxi Licence Quarterly Fee \$5,000.00
- Transferable Leased Taxi Licence Annual Fee \$20,000.00
- Conditional Leased Taxi Licence Annual Fee \$10,000.00

**The applicant will be informed in writing of the decision under section 84(b) of the *Road Transport (Public Passenger Services) Regulation 2002*.**



**ACT**  
Government

Justice and Community Safety

Public Transport Regulation  
OFFICE OF REGULATORY SERVICES

## APPLICATION FOR RENEWAL OF A LEASED TAXI LICENCE

Section 84A of the  
*Road Transport (Public Passenger Services) Regulation 2002*

TO BE COMPLETED BY THE TAXI SERVICE OPERATOR			
TYPE OF LICENCE BEING RENEWED: (please circle applicable licence type below)			
RESTRICTED	CONDITIONAL	NON-TRANSFERABLE	TRANSFERABLE
	APPLICANT 1		APPLICANT 2
Business Name / Company Name			
Given Name(s)/ Surname			
Business Address			
Postal Address			
Business Contact Telephone No			
Mobile Number			
Driver Licence Number <small>(please provide a copy of your driver licence with the application at lodgement)</small>			
Are you an Australian Citizen or a Permanent Resident?	YES    NO	YES    NO	
Have you ever been known by another name? If so provide details.	YES		YES
	NO		NO
Applicant Signature/s			
VEHICLE & INSURANCE DETAILS			
TAXI LICENCE NUMBER		MAKE MODEL	
REGISTRATION EXPIRY DATE		VIN	
INSURER		POLICY NUMBER	
POLICY COMMENCEMENT DATE		POLICY EXPIRY DATE	
LEASED LICENCE NUMBER			
TX			
OFFICE USE ONLY			
Approved By:  Signed:  Dated	Accreditation No:	Payment Fee	
	Dated:	Receipt No:	

This form must be lodged with Public Transport Regulation – Level 2 Macarthur House, 12 Wattle St, Lyneham 2602.  
Phone 62078011.