

Renewing the photo on your driving licence

Whilst the **Public Carriage Office (PCO)** in London are changing the requirements for **Taxi and Private Hire Drivers** regarding their **Driving Licence**, it is a good time to remind everyone that generally every 10 years you **must** replace your **PhotoCard Driving Licence**.

In most circumstances, you will need to renew the photo on your driving licence before it expires, as the photograph is only valid for 10 years.

If you are a short period licence holder (over 70 or medical short period) you will only need to renew your photograph when your driving entitlement expires.

To Renew your photograph with a renewal application

The **Driver and Vehicle Licensing Agency (DVLA)** will send you a renewal application pack two months before your photo is due to expire.



You will need to:

- complete the enclosed form
- include a new passport type photo of yourself that's been taken within the last month (you don't need the back of the photo signed)
- return both parts of your driving licence (**PhotoCard** and **Counterpart Document**)
- at the time of publication you will also need to enclose a cheque or postal order for £17.50 (no fee is needed if you have a medical short period licence or you are aged 70 or over)
- send your completed application and fee to DVLA, Swansea SA99 1DH

If you have changed your name, e.g. by marriage, you will also need to provide identity documents as proof.

To Renew your photograph without a renewal application

If for any reason you don't receive the renewal application forms, you can use the D1 'application for a driving licence'. This is available from the **DVLA** form ordering service, and **Post Office® branches**. You can check the expiry date of your photo in section 4b on the front of your driving licence.



CabOperator users will simply need to add the 10 year expiry date to the licence copy stored on the system and reminders to renew will automatically be given to pass on to the driver concerned.

As the system currently recommends both licence and counterpart in all cases the requirement changes announced by the PCO will not present any challenges for users.

If you are not presently using CabOperator to manage your documents, visit www.caboperator.co.uk to see how a very cost effective online system can help you keep up to date with all your document compliance requirements.

PCO Notice 05/09

Transport for London

Public Carriage Office



Taxi and Private Hire Vehicle drivers: Holders of European Community/European Economic Area driving licences

In order to be licensed as a taxi or PHV driver, an applicant must hold a full driving licence issued in the UK, the European Community (EC) or one of the other countries in the European Economic Area (EEA).

In addition to the above, from 1 April 2009 the Licensing Authority will require all taxi and PHV drivers who hold a EC/EEA driving licence to have a GB counterpart document.

Any individual making an application for a taxi or PHV driver's licence on or after this date will be required to obtain a GB counterpart prior to the issue of a licence.

When licence holders apply for a counterpart they will be registered with the DVLA and allocated a GB driver number. Any driving convictions and endorsements subsequently incurred by the licence holder in the UK will be recorded by the DVLA.

Having a GB counterpart benefits drivers by allowing them to take part in the fixed penalty system for road traffic offences rather than having to attend court and incur a greater penalty as well as costs. In addition, if a driver loses or has his or her national driving licence stolen, they would probably not be able to get a duplicate from the country it was issued in. However, once registered with the DVLA they will be able to apply for a GB licence.

Currently licensed drivers who hold a EC/EEA licence will be required to obtain a GB counterpart when they apply to be re-licensed. If a licensed driver cannot obtain a GB counterpart before their existing licence expires, the new licence will be issued on condition that a GB counterpart is obtained and produced to the PCO within 3 months.

In order to obtain a UK counterpart, the applicant must be resident in the UK. Any driver who is unable to satisfy this requirement may be licensed on condition that a UK counterpart is obtained within 3 months of the licence being issued.

All non-UK licence holders will still be required to provide a copy of their EC/EEA driving licence with their application.

The full list of EC/EEA states is:

Austria	France	Luxembourg	Spain
Belgium	Germany	Malta	Sweden
Bulgaria	Greece	Netherlands	Iceland
Cyprus	Hungary	Poland	Liechtenstein
Czech Republic	Ireland	Portugal	Norway
Denmark	Italy	Romania	
Estonia	Latvia	Slovakia	
Finland	Lithuania	Slovenia	

GB counterparts can be obtained free of charge from the DVLA on submission of form D9 which can be downloaded from <http://www.dvla.gov.uk/media/pdf/forms/d9.pdf>. The DVLA advises that it takes approximately 3 weeks from receipt of application to issue a GB counterpart.

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MAYOR OF LONDON

Mary Dowdye
Head of Standards & Regulations