



APPROVED GARAGES FOR TESTING PRIVATE HIRE AND HACKNEY CARRIAGE VEHICLES



JTT AUTOTECH LTD

HOLLIES WAY INDUSTRIAL PARK, 218 HIGH STREET, POTTERS BAR, HERTS, EN6 5BJ. TEL: 01707 658899

MOT TEST FEE: NOT EXCEEDING THE **VOSA** SET CHARGE.
COUNCIL TEST FEE: £15.00 (EXCLUDING VAT)

OPENING HOURS: 8.00AM – 6.00PM (MON-FRI) 8.00AM – 12.30PM (SAT) BY APPOINTMENT ONLY



MOTORTEK LIMITED

(LOCATED BEHIND TOPS TILES) UNIT 11 HAMILTON BUSINESS PARK, STIRLING WAY, BOREHAMWOOD, HERTS, WD6 2FR. TEL: 020 8953 4443

MOT TEST FEE: NOT EXCEEDING THE **VOSA** SET CHARGE.
COUNCIL TEST FEE: £15.00 (EXCLUDING VAT)

OPENING HOURS: 8.00AM – 6.00PM (MON-FRI) 8.30AM – 2.00PM (SAT) BY APPOINTMENT ONLY



IMPORTANT NOTES!

1. TESTING FEES AND OPENING HOURS ETC. ARE SUBJECT TO CHANGE WITHOUT PRIOR NOTICE – YOU SHOULD CHECK WITH YOUR CHOSEN NOMINATED TESTING STATION EXACT PRICES ETC. **BEFORE** HAVING YOUR TESTS DONE.
2. TEST CERTIFICATES ISSUED BY THE TESTING STATION SHOULD **BOTH** BE EMBOSSED WITH THE GARAGE’S MOT TESTING STATION STAMP OR DEALERSHIP SHAMP – IT IS **YOUR RESPONSIBILITY** TO ENSURE BOTH THE MOT **AND** COUNCIL’S STATEMENT OF COMPLIANCE ARE SO EMBOSSED (UN-EMBOSSED CERTIFICATES WILL **NOT** BE ACCEPTED BY THE COUNCIL). **TEST CERTIFICATES WILL ONLY BE ACCEPTED WITHIN 1 CALENDAR MONTH OF ISSUE BY THE NOMINATED TESTING STATION.**
3. OVER THE PAGE YOU WILL FIND DETAILS OF WHAT THE TESTING STATIONS LOOK AT WITH RESPECT TO THE COUNCIL’S ‘STATEMENT OF COMPLIANCE’ REQUIREMENTS.
4. PLEASE BE ADVISED THE COUNCIL **WILL NOT** GET INVOLVED WITH DISPUTES ABOUT THE MOT TEST; IF YOU HAVE A COMPLAINT WITH REGARDS THIS, IT SHOULD BE DIRECTED TO THE VEHICLE AND OPERATOR SERVICES AGENCY (VOSA), DETAILS OF WHICH WILL BE SUPPLIED BY THE TESTING STATION UPON REQUEST.



STATEMENT OF COMPLIANCE - EXPLANATORY GUIDANCE

The headings below show what the Council's Nominated Testing Stations will look at with respect to the Council's Conditions prior to issuing / renewing a Hackney Carriage / Private Hire Vehicle Licence. The notes that follow each heading provide further explanation of what is required. This part of the Test will only be done once the Vehicle has successfully passed a normal MOT Test at one of the Council's Nominated Testing Stations.

◆ **Seats & Headlining – Front & Rear** (*condition and cleanliness*)

These should be clean and in good condition. Fabric should be free from excessive tears, burns and stains.

◆ **Carpets – Front & Rear** (*condition and cleanliness*)

As above, these should be free from excessive tears, burns and stains. Furthermore, carpets should not show signs of excessive wearing, and should be neatly and securely fitted. If mats are used, these too should be clean and secure.

◆ **Fire Extinguisher & First Aid Kit** (*present, charged OR sealed & stocked*)

The Fire Extinguisher, which must be of the dry powder type, must be charged (evident by a gauge **if fitted**) **OR** properly sealed (tamper-proof seal), be securely fitted and readily available for use in an emergency. Ideally, it should be secured in the boot of the vehicle, but still accessible when there is luggage in the boot space. The First Aid Kit should also be securely fitted and adequately stocked with a range of basic first aid equipment. It too should be readily available for use in an emergency, and may be kept either inside the vehicle or located in the boot.

◆ **Licence Plate / Exemption Disc & Notice** (*securely fitted and plainly visible / in car*)

The Private Hire / Hackney Carriage Vehicle Plate issued by the Council must be securely fitted to the vehicle. For Private Hire Vehicles, on the bracket supplied by the Council affixed directly above or below the vehicle's own number plate or, for Hackney Carriages, directly to the vehicle's bodywork at the rear. Alternatively, if the vehicle is exempted from displaying the Plate (applicable to Private Hire only), the exemption disc issued by the Council must be displayed in the front windscreen so as to be clearly visible and legible; in addition, the written Notice of Exemption issued by the Council must also be in the vehicle. Clearly, this requirement is not applicable in the event the vehicle is not yet licensed. In this instance, the Nominated Testing Station should clearly mark this section with the wording 'New Application – Not Yet Licensed'.

◆ **Body & Bumpers** (*dents / corrosion / paintwork / cleanliness*)

The vehicle's bodywork must be free from **significant** dents, scratches, chips and corrosion, although **minor** 'stone chips' **may** be acceptable if not too numerous and / or corroding. Bumpers must be similarly well maintained and securely fixed to the bodywork. Any repairs to bodywork and / or bumpers should have been carried out in a professional and workmanlike manner, with paintwork being of a clean and polished finish and free from brush marks. Liberal application of black paint / bitumastic or similar products on sills / spoilers should be viewed with suspicion.

◆ **Door Handles & Locks / Window Handles** (*all working correctly*)

All door handles, locks and window mechanisms must be intact and working properly.

◆ **Windscreen and Other Glass** (*clean and free from obstruction / chips*)

The windscreen must be free from signs, notices, advertisements, plates, marks, numbers, letters, figures, symbols, emblems, insignias, beads or mascots or any devices whatsoever, except for those as may be required by other statute and / or permitted by the Licensing Officer (e.g. exemption disc). The windscreen and all other glass fitted must be safety glass i.e. glass that, if fractured, does not fly into fragments capable of causing cuts. It shall also be free of chips, cracks, tinting or other discolouration, or any other markings that might restrict the vision of the Driver.

◆ **Boot Space** (*clean / tidy*)

The boot space should be clean and tidy and capable of carrying a reasonable amount of luggage. If so located, the Fire Extinguisher and / or First Aid Kit must be readily available, even with luggage in the boot.

◆ **Ashtrays / Interior & Exterior Lights** (*clean and working correctly*)

Ashtrays, **if provided**, should be clean, and interior lights should work correctly (note – the driver may choose to remove ashtrays if he / she wishes to discourage smoking by passengers in their vehicle).

◆ **Wheel Trims** (*all matching / present / secure*)

If wheel trims are fitted, all four should match and be securely fitted (to have no wheel trims at all is acceptable).

◆ **Two-Way Radio / Fare Meter** (*securely fitted / display visible*)

If fitted, any two-way radio equipment must be secure. Similarly, any Fare Meter must also be secure and the display be plainly visible to passengers.

◆ **Roof Sign and Table of Fares** (*Hackney Carriage only*)

Where applicable, the Hackney Carriage roof sign should illuminate when the meter is not running and, conversely, should extinguish when the meter is running. A current Table of Fares should be located in the vehicle so as to be clearly visible and legible to passengers.

◆ **ANY OTHER ITEMS (Inspector's Discretion)** (*e.g. oil leak, warning lights, exhaust etc.*)

This final section allows for some discretion on the part of the Vehicle examiner for items that are neither covered by the MOT Test nor the Compliance Test schedule above. **This may mean items such as oil leaks, illuminated warning lights, leaking / blowing exhaust, spare wheel not present or unroadworthy and any other item that the examiner considers not necessarily dangerous but nevertheless actually or potentially detrimental to the Vehicle's overall condition could lead to a failure.** Broadly speaking, licensed Vehicles are expected to be of a high standard, and so items normally considered 'insignificant' should be rectified to pass the Compliance.