

Taxi Licence Leases

Taxi Operators please note that the administrative paperwork for the leasing of taxi licences DOES NOT constitute a legal binding agreement. The MR320 is required by DTEI to maintain details of taxi leases. The MR 320 covers a 12-month period but is NOT binding. To ensure the security of the agreement between the Licence owner and the Lessee a contract should also be completed and is available at the Taxi Council. Please ask the office staff to prepare a contract for you. A small fee applies.

The Taxi Council has responsibility for approval of new leases and lease renewals and the following steps are required.

New Leases

All parties involved in the new lease must make an appointment and attend the Taxi Council office TOGETHER. Please ring 08 8293 6000 to make an appointment.

The taxi licence MUST NOT BE currently leased

If it is leased the lessee must attend the Taxi Council to: Sign a termination of lease form (section six of the MR 320).

Cancel the registration on the taxi OR indicate that the registration has run out (If the registration is still current the registration label must be presented).

The OWNER (Lessor) MUST produce:

Current Certificate for Taxi Licence (MR 242).

Taxi Operator Accreditation Certificate or Receipt for Installment. It MUST be current.

The New LESSEE MUST produce:

Operator Accreditation Certificate or Receipt for Installment. It MUST be current.

Passed Vehicle Inspection Certificate (of the vehicle to be registered as a taxi). If the vehicle is registered the registration label must be produced, as that registration must be cancelled.

All parties involved MUST complete the form "Application to Commence or Terminate a Taxi Lease (MR 320)" available at the Taxi Council. All relevant sections must be completed.

Taxi Council staff will check that details are correct and approve for lodgement at the Accreditation and Licensing Centre.

After the MR 320 has been completed:

The new Lessee must cancel the registration on the car to be registered as the taxi. TCSA staff will assist with the completion of this form.

The New Lessee must register the car on that taxi plate. TCSA staff will assist with the completion of the form.

Registration will not be approved unless a current, passed Inspection Certificate is provided. The vehicle must meet the regulatory requirements eg. colour, age.

Taxi Council fees apply.

Lease Renewals

Approximately 6 weeks prior to the expiry date of the MR320 the Licence holder (Lessor) will receive a "Notification to Reissue or Terminate Lease of Taxi Licence" (MR316). The Lessor must contact the Lessee to negotiate terms for its continuance.

Both the Lessor and Lessee must sign the MR316 and it must be lodged at the Taxi Council for approval. When the renewal is lodged at the Taxi Council the following paperwork must be produced.

The OWNER (Lessor) MUST produce:

Current Certificate for Taxi Licence (MR 242).

Taxi Operator Accreditation Certificate or Receipt for Installment. It MUST be current.

The LESSEE MUST produce:

Operator Accreditation Certificate or Receipt for Installment. It MUST be current.

If the Lessor and the Lessee agree not to continue with the Lease a termination must be signed and the vehicle cancelled. The Taxi Council will assist with this process. The Lessee must attend the Taxi Council office to arrange.

All forms for new and renewal of leases must be lodged at the One Stop Shop Licensing Centre.

NOTE: ACCESS TAXI LICENCES CANNOT BE LEASED.