

Fact Sheet

FS 1.08/01.19

Leasing Taxi Service Licences and Limousine Licences

Background

From 1 October 2017, in accordance with section 91S of the *Transport Operations (Passenger Transport) Act 1994* and section 162 of the *Transport Operations (Passenger Transport) Regulation 2018*, approval from the Department of Transport and Main Roads (TMR) must be obtained in order to lease or sublease a taxi service licence or limousine licence (other than a special purpose limousine licence) to another person (*Note: Special Purpose Limousines cannot be leased*). It is an offence to lease or sublease the licence without TMR's approval, with a maximum penalty of 20 penalty units (\$2,611).

The purpose of approval is to ensure proposed lessees are suitable to operate personalised transport services under the licence. TMR may refuse to approve a lease application if:

- the proposed lessee, or a related entity of the proposed lessee, has committed an offence against relevant transport legislation in the past year relating to:
 - providing a booked hire service or taxi service, or
 - using a motor vehicle to provide a booked hire service or taxi service, or
- a service licence held by the proposed lessee, or a related entity of the proposed lessee, has been suspended or cancelled, in the past year, or
- a sublease, the proposed lessor does not have authority to sublease the licence, or
- it is necessary in the public interest.

If the proposed lessee intends to allocate bookings for booked hire services, then the person must hold Booking Entity Authorisation.

Existing Lease and Sublease agreements

Existing lease and sublease agreements notified to TMR prior to 1 October 2017 are deemed to be approved under new legislative requirements.

How to apply for approval of a lease or sublease

- The licence must be current.
- The proposed lessee must have a TMR Customer Reference Number (CRN). If you don't have a CRN, complete a *New Customer Application* (form **F3503**) and provide Evidence of Identity as outlined in *Evidence of Identity Requirements for Individual/ Organisations* (form **F4362**) and attend a TMR Customer Service Centre to be issued with a CRN.
- The licence holder and the proposed lessee (or for a sublease, the approved lessee and the proposed sub-lessee) must complete a *Taxi/Limousine Licence Lease Application Form* (**F5185**). All sections of this form must be completed and both parties must sign the form.

How to apply for approval of a lease or sublease (continued)

- If any of the following occur, the person or entity leasing the licence must provide advice in writing to TMR within 14 days:
 - Changes to commencement or expiry date of the lease or sublease;
 - The lease or sublease commencement or expiry date are different to that submitted with the lease application;
 - The lease or sublease is not initiated.

Required Documentation

- *Taxi/Limousine Licence Lease Application Form (F5185)*
- Current service licence document.

Where to Lodge

This form is to be lodged at a TransLink Regional Office. You can find your local office by visiting <https://translink.com.au/contact-us>.

For more information about Queensland's Personalised Transport Reform, visit personalisedtransport.tmr.qld.gov.au or email personalised.transport@tmr.qld.gov.au