

The following nominated testing garage will test Trafford hackney carriage and private hire vehicles

Kar Automotive Services

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The following information is provided to assist you when presenting your vehicle for test.

1. Compliance Test

Payment

Payment of the fee charged must be made in full at the time of the test, retest or meter test.

Expiry Date

Vehicles tested up to 14 days before the expiry date can be issued with a new certificate to cover from the original expiry date.

Vehicles tested more than 14 days before the expiry date must be issued with a new certificate dated the day of the inspection expiring six months from that date.

The current certificate must be presented at the time of the new test.

Retest

If the vehicle fails the compliance test it may be presented for one re-test. If the vehicle fails the re-test it will then be required to undergo a full compliance test.

2. Documents to be Presented (New to License)

The following documents are required to be presented for verification before a vehicle can be tested:

Vehicle Registration Documentation

- (i) Must be registered in current owners name with correct address. If it is not possible to present the registration document the first time a vehicle is tested, provided the green slip is presented the test should be carried out.

Documents to be Presented (Replacement Vehicle)

- (a) Vehicle Registration Documentation

(i) Must be registered in current owners name with correct address. If it is not possible to present the registration document the first time a vehicle is tested, provided the green slip is presented the test should be carried out.

(b) Copy of Vehicle Proprietor's Licence

Documents to be Presented (Every Six Months)

The following documents are required to be presented for verification before a vehicle can be tested:

- (a) Current Certificate of Insurance (Hardcopy)
- (b) Vehicle Registration Documentation
- (c) Current MOT initially and in future Current Certificate of Compliance
- (d) Copy of Vehicle Proprietor's Licence
- (e) Hackney Carriage/Private Hire Driver's Badge (if vehicle is currently licensed)

3. Documents to be issued to Owner/Driver

When a vehicle passes the Compliance Test:

- The Compliance Certificate (Doc.2)
- The MOT certificate (if due)
- A copy of the Window Tint Test Form (Doc.7) (if applicable)
- A copy of the Age Test Certificate (Doc.6) (if applicable)
- Compliance Card

When a vehicle fails the Compliance Test:

- A copy of the Inspection and Testing Record Sheet (Doc.3)
- An appointment for the vehicle to undergo a Full or Minor Re-Test
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4. Licence Suspension Process

Suspension Required

If a vehicle fails on an item that is marked 'S' on the Inspection Record Sheet the garage will notify the Licensing Section and the vehicle licence will be suspended.

Where the vehicle licence is suspended the vehicle cannot be used as a private hire or hackney carriage vehicle until the suspension has been lifted by an Authorised Officer.

Suspension Lifted

Where the vehicle is presented for re-inspection and passes the test an email will be sent to the Licensing Section so that the suspension can be lifted.

5. Test Cancellation

A charge may be made if:

- An appointment is cancelled at short notice.
- An appointment is not kept.
- The vehicle is presented late.
- A test is refused (see Refusal to Test)

6. Refusal to Test

A test or retest may be refused if:

- Payment for the test/retest cannot be made.
- The required documents have not been presented.
- The vehicle condition is such that it could cause difficulties in carrying out a full inspection (e.g. dirty underbody or engine will not start).

7. Suspension of Test

A test may be suspended at any time if in the opinion of the tester it is not possible to complete the test.

e.g. Engine will not restart, vehicle is unsafe, damage may occur to the vehicle, lack of fuel.

If the test is suspended the test fee will not be refunded. The test must be rebooked and another test fee paid.

8. Modification of Vehicles

Modification of a vehicle from its standard specification may result in the vehicle failing the test unless prior approval has been given; or relevant safety certification has been issued.

9. Vehicle Appearance (See Testing Manual Doc.)

The standard required for body panels, paint finish and trim is that they should not significantly differ in appearance to that of a new vehicle.

Allowances are made for stone chips and minor paint finish blemishes resulting from normal use.

The standard required is the same for all vehicles tested irrespective of their age or mileage.

10. Exceptional Condition (Age) Test

Age Test

One of the two yearly compliance tests will include an age test, where applicable, at an additional charge of £12.50. The age test must be carried out with the compliance test which falls closest to the renewal of the licence.

On renewal of the licence the vehicle owner will be required to provide a copy of the age test certificate showing that a test has been done within the last 6 months. If a vehicle fails the age test an existing vehicle licence will not be renewed.

Age Policy (Subject to change)

First licensed:-

•Private Hire Vehicles 4 years • Hackney carriage Vehicles 10 years

After first licensing the maximum age limits are:

•Private Hire Vehicle 6 years • Hackney Carriage Vehicle 15 years

11. Window Tint Policy

The Council has a policy on the level of window tint it will permit on Trafford licensed vehicles. All newly presented vehicles must undergo and pass a window tint test.

POSITION OF GLASS	MINIMUM LIGHT TRANSMITTANCE
FRONT WINDSCREEN	75%
O/S FRONT WINDOW	70%
O/S REAR WINDOW	70%
O/S ANY OTHER GLASS	70%
N/S FRONT WINDOW	70%
N/S REAR WINDOW	70%
N/S ANY OTHER GLASS	70%
REAR WINDSCREEN	70%

Nominated garages will be required to provide the necessary equipment to measure the level of tint and ensure that any such equipment is regularly maintained and calibrated

12. Accident Damage Checks

Where a vehicle has been involved in an accident which has led to the vehicle licence being suspended, the proprietor will be expected to present the vehicle to the Council's nominated garage(s) for inspection once the vehicle has been repaired.

Where the vehicle has been damaged but not written off, it will be the responsibility of the proprietor to obtain a signed and dated certificate stating the vehicle has passed an independent examination of the repairs to confirm its roadworthiness to the satisfaction of the Council.

Such examination must have been carried out by an experienced vehicle examiner who is qualified to assess accident damage and provide an engineer's report by being a member of one of the following bodies:

Member or Associate Member of the Institute of Automotive Engineers Assessors (IAEA)

Prior to undertaking the inspection the Nominated Garage must see:

- the vehicle's V5 Registration Document;
- the independent engineer's report
- Full HPI Check

Garages must not carry out a HCV/ PHV Test on a vehicle where it has sustained accident damage and the vehicle's proprietor has not provided a satisfactory engineer's report.

If a V5 Registration Document is not produced the Contractor must have the facility to check a vehicle's status on the DVSA website.

Following the inspection the garage must email the Licensing Section to confirm whether or not the suspension can be lifted