LPTS 002 **APPLIKAZZJONI GĦAL TRASFERIMENT TA' LIĊENZJA TA' OPERATUR GĦAL SERVIZZ TA'ĠARR TA' PASSIĠIERI B'VETTURI ŻGĦAR** **APPLICATION FORM TO TRANSFER A LIGHT PASSENGER TRANSPORT SERVICES OPERATOR'S LICENCE**	**TRANSPORT MALTA** **Land Transport Directorate** A3 Towers Triq L-Arkata Paola PLA 1212 Tel: 2556 0000 Website: www.transport.gov.mt Freephone: 8007 2309	Transport Malta

DETTALJI TAL-BEJJIEGĦ
SELLER'S DETAILS

Nru. tal-Liċenzja ta' Operatur: *Operator's Licence no.*	
Isem: *Name:*	Kunjom: *Surname:*
Nru.tal-Karta tal-Identità: *ID Card No.:*	Nru. tal-VAT: *VAT No.:*
Imejl: *Email:*	Nru. tal-Mowbajl: *Mobile No.:*
Isem tal-Kumpanija: *Company Name:*	Nru ta' reġistrazzjoni: *Company registration no:*
Indirizz: *Address:*	

DETTALJI TAX-XERREJ
BUYER'S DETAILS

Isem: *Name:*	Kunjom: *Surname:*
Nru.tal-Karta tal-Identità: *Identity Card No.:*	Nru. tal-VAT: *VAT No:*
Imejl: *Email:*	Nru. tal-Mowbajl: *Mobile No.:*
Isem tal-Kumpanija: *Company Name:*	Nru ta' reġistrazzjoni: *Company registration No.*
Indirizz: *Address:*	
Firma tal-Bejjiegħ *Seller's Signature*	**Firma tax-Xerrej** *Buyer's Signature*

DETTALJI TAS-SIEĦEB MANIĠERJALI JEW TAR-RAPPREŻENTANT AWTORIZZAT
DETAILS OF MANAGING PARTNER OR AUTHORISED REPRESENTATIVE

Isem: *Name:*	Kunjom: *Surname:*
Nru.tal-Karta tal-Identità: *Identity Card No.:*	Nru. tal-Mowbajl: *Mobile No.:*
Indirizz: *Address:*	

ĊENTRU MINN FEJN SER TOPERA *OPERATING CENTRE*	
Indirizz: *Address:*	
Imejl: *Email:*	Nru. tal-Mowbajl: *Mobile No.:*

DETTALJI TAL-GARAXX U/JEW SIT GĦALL-PARKEĠĠ MHUX FIT-TRIQ *GARAGE AND/OR OFF-STREET PARKING SITE DETAILS*	
Indirizz: *Address:*	
Numru ta' vetturi liċenzjati taħt il-Liċenzja ta' Operatur *Number of vehicles licensed under the Operator's Licence*	
Imejl: *Email:*	Nru. tal-Mowbajl: *Mobile No.:*

FAĊILITAJIET TAL-IGARAXXJAR
GARAGING FACILITIES

Jekk jogħġbok elenka l-faċilitajiet kollha ta' ggaraxxjar li ħa jintużaw taħt din il-Liċenzja ta' Operatur.
Please list all garaging facilities that shall be used under this Operator Licence.

Indirizz tal-Faċilità ta' Ggaraxxjar Garaging Facility Address	**Tip ta' Pussess** *Ownership*	**Għall-faċilitajiet mikrija biss – Isem is-Sid tal-Proprjetà** *For leased facilities only – Name of Property Owner*	**Nru. ta' Spazji ta' Parkeġġ** *No. of Parking Spaces*
	☐ Sid/ *Owner* ☐ Mikri/ *Leased*		
	☐ Sid/ *Owner* ☐ Mikri/ *Leased*		
	☐ Sid/ *Owner* ☐ Mikri/ *Leased*		
	☐ Sid/ *Owner* ☐ Mikri/ *Leased*		
	☐ Sid/ *Owner* ☐ Mikri/ *Leased*		

Jekk il-faċilità ta' ggaraxxjar hija **mikrija**, ehmeż kopja tal-kuntratt tal-kirja flimkien ma' kopja tal-karta tal-identita' tas-sid.

Il-kuntratt tal-kirja għandu jibqa' **validu għal minimum ta' sentejn** għal Liċenzja ta' Operatur **LPTV1** u **sena** għal Liċenzji ta' Operatur **LPTV2** u **SOV**. Jekk il-faċilità ta' ggaraxxjar hija **proprjetà tal-operatur**, ehmeż dokument notarili jew legali li jipprova li l-faċilità ta' ggaraxxjar hija proprjetà tal-operatur

*If the garaging facility is **leased**, attach a copy of the lease agreement, together with a copy of the ID Card of the owner.*

*The lease agreement must remain **valid for a minimum of two** years (**LPTV1**) and **one** year (**LPTV2** and **SOV**). If the facility is **owned**, attach a notarial or legal document proving that the garaging facility is owned by the operator.*

DIKJARAZZJONI TAL- APPLIKANT
APPLICANT'S DECLARATION

Jien hawn niddikjara li l-istqarrijiet kollha magħmula u l-informazzjoni u d-dokumentazzjoni mogħtija f'din l-applikazzjoni huma korretti, kompluti u veri, u li nissodisfa u ser inkompli nissodisfa l-kundizzjonijiet u r-rekwiżiti applikabbli għaż-żamma u l-operat tal-Liċenzja ta' Operatur skont il-liġi u kwalunkwe kundizzjoni imposta mill-Awtorità għat-Trasport f'Malta. Nifhem li kwalunkwe informazzjoni jew dikjarazzjoni falza, mhux korretta jew qarrieqa, jew nuqqas ta' konformità mar-rekwiżiti applikabbli, tista' twassal għar-rifjut tal-applikazzjoni, jew għas-sospensjoni jew revoka tal-Liċenzja ta' Operatur, mingħajr preġudizzju għal kwalunkwe azzjoni jew piena oħra applikabbli skont il-liġi.

I hereby declare that all statements made and all information and documentation provided in this application are correct, complete and true, and that I satisfy and shall continue to satisfy the conditions and requirements applicable to the holding and operation of the Operator Licence in accordance with the law and any conditions imposed by the Authority for Transport in Malta. I understand that any false, incorrect or misleading information or declaration, or failure to comply with the applicable requirements, may result in the refusal of the application or the suspension or revocation of the Operator Licence, without prejudice to any other action or penalty applicable at law.

Niddikjara li l-vetturi kollha awtorizzati taħt il-Liċenzja ta' Operatur ser jintużaw biss skont il-kategorija, il-kundizzjonijiet u r-rekwiżiti applikabbli għal dik il-liċenzja, u li kull vettura ser tkun debitament liċenzjata, assigurata u konformi mar-rekwiżiti legali u regolatorji applikabbli. Niddikjara wkoll li kull vettura ser tkun mgħammra b'apparat ta' traċċar fejn dan ikun meħtieġ, li tali apparat ser jinżamm f'kundizzjoni tajba ta' tħaddim, u li ser nippermetti lill-Awtorità taċċessa l-informazzjoni relatata mat-traċċar skont kif permess jew meħtieġ mil-liġi.

I declare that all vehicles authorised under the Operator Licence shall only be used in accordance with the category, conditions and requirements applicable to that licence, and that each vehicle shall be duly licensed, insured and compliant with the applicable legal and regulatory requirements. I further declare that each vehicle shall be equipped with a tracking device where required, that such device shall be maintained in good working condition, and that I shall permit the Authority to access tracking-related information as permitted or required by law.

Niddikjara li għandi u ser inżomm faċilitajiet ta' ggaraxxjar approvati, adegwati u disponibbli għall-użu esklussiv tiegħi skont ir-rekwiżiti applikabbli, u li l-kapaċità approvata tagħhom hija biżżejjed għall-għadd ta' vetturi awtorizzati taħt il-Liċenzja ta' Operatur. Nifhem u naċċetta li l-vetturi għandhom jitqiegħdu fil-faċilitajiet ta' ggaraxxjar approvati meta ma jkunux qed jintużaw, skont ir-rekwiżiti applikabbli, u li ma nistax inżomm jew nopera għadd ta' vetturi li jeċċedi l-kapaċità approvata tal-faċilitajiet ta' ggaraxxjar tiegħi.

I declare that I have and shall maintain approved garaging facilities which are adequate and available for my exclusive use in accordance with the applicable requirements, and that their approved capacity is sufficient for the number of vehicles authorised under the Operator Licence. I understand and accept that vehicles shall be placed within the approved garaging facilities whenever they are not in use, in accordance with the applicable requirements, and that I may not maintain or operate a number of vehicles exceeding the approved capacity of my garaging facilities.

Niddikjara li x-xufiera kollha impjegati jew kummissjonati minni sabiex isuqu vetturi awtorizzati taħt il-Liċenzja ta' Operatur ser ikunu legalment impjegati jew ingaġġati u ser jissodisfaw f'kull ħin ir-rekwiżiti kollha applikabbli, inkluż li jkollhom liċenzja tas-sewqan valida u Driver Permit Tag validu għall-kategorija rispettiva. Niddikjara wkoll li l-għadd ta' xufiera eliġibbli u debitament irreġistrati ma għandux ikun inqas mill-għadd ta' vetturi awtorizzati taħt il-Liċenzja ta' Operatur.

I declare that all drivers employed or commissioned by me to drive vehicles authorised under the Operator Licence shall be legally employed or engaged and shall at all times satisfy all applicable requirements, including holding a valid driving licence and a valid Driver Permit Tag for the respective category. I further declare that the number of eligible and duly registered drivers shall not be less than the number of vehicles authorised under the Operator Licence.

Nawtorizza lill-Awtorità għat-Trasport f'Malta sabiex tikseb u tivverifika, mingħand l-awtoritajiet jew entitajiet kompetenti, kull informazzjoni li tista' tkun meħtieġa sabiex tiġi evalwata din l-applikazzjoni u sabiex tiġi vverifikata l-konformità kontinwa tiegħi mar-rekwiżiti applikabbli, inkluża informazzjoni dwar ir-rekord kriminali tiegħi u kundanni għal reati rilevanti. Nintrabat li ninforma lill-Awtorità dwar kwalunkwe kundanna futura skont u fiż-żmien stabbilit mil-liġi.

I authorise the Authority for Transport in Malta to obtain and verify, from the competent authorities or entities, any information necessary for the assessment of this application and for the verification of my continued compliance with the applicable requirements, including information concerning my criminal record and convictions for relevant offences. I undertake to inform the Authority of any future conviction in accordance with and within the period established by law.

Nifhem u naċċetta li l-Awtorità tista' twettaq spezzjonijiet, verifiki u kontrolli sabiex tivverifika l-konformità mal-kundizzjonijiet tal-Liċenzja ta' Operatur u mar-rekwiżiti applikabbli, inklużi spezzjonijiet tal-faċilitajiet ta' ggaraxxjar, tal-vetturi u tad-dokumentazzjoni rilevanti, u nintrabat li nikkoopera bis-sħiħ ma' tali spezzjonijiet u verifiki.

I understand and accept that the Authority may carry out inspections, verifications and checks to ascertain compliance with the conditions of the Operator Licence and the applicable requirements, including inspections of garaging facilities, vehicles and relevant documentation, and I undertake to cooperate fully with such inspections and verifications.

Nintrabat li ninforma lill-Awtorità għat-Trasport f'Malta minnufih dwar kwalunkwe bidla fiċ-ċirkostanzi, fid-dettalji jew fl-informazzjoni li fuqhom tkun ibbażata l-Liċenzja ta' Operatur jew din l-applikazzjoni, inklużi bidliet relatati mal-operatur, mal-indirizz jew iċ-ċentru minn fejn jopera, mal-faċilitajiet ta' ggaraxxjar, mal-vetturi, max-xufiera jew ma' kwalunkwe rekwiżit ieħor rilevanti, u nifhem li fejn ikun meħtieġ tali bidliet għandhom jiġu approvati mill-Awtorità qabel ma jidħlu fis-seħħ.

I undertake to immediately inform the Authority for Transport in Malta of any change in the circumstances, details or information upon which the Operator Licence or this application is based, including changes relating to the operator, address or operating centre, garaging facilities, vehicles, drivers or any other relevant requirement, and I understand that, where required, such changes must be approved by the Authority before taking effect.

Firma tal-Applikant *Applicant's Signature*	*Numru tal-karta tal-identità* *ID Card Number*	*Data* *Date*

DOKUMENTI MEĦTIEĠA U ĦLAS DOVUT ***DOCUMENTS REQUIRED AND PAYMENT DUE***	√
Ċertifikat tal-Vat *VAT Certificate*	
Kopja tal-Karta tal-Identità jew Permess ta' Residenza tal-Bejjiegħ u tax-Xerrej (minn quddiem u wara) *Copy of ID card or Residence Permit of the Buyer and Seller (front and back)*	
F'kaz ta' Kumpanija - Lista aġġornata tad-Diretturi maħruġa mill-Malta Business Registry (MBR). *In the case of a company - Updated List of Directors issued by the Malta Business Registry (MBR).*	
F'kaz ta' Kumpanija - Ittra ta' Dikjarazzjoni jew ta' Ebda Oġġezzjoni maħruġa mill-kumpanija li tawtorizza lill-applikant jissottometti l-applikazzjoni għat-tiġdid tal-Liċenzja ta' Operatur f'isem il-kumpanija. *In the case of a company - Declaration or No Objection Letter issued by the company authorising the applicant to submit the Operator Licence renewal application on behalf of the company.*	
Ċertifikat tal-Liċenzja ta' Operatur originali *Original Operator's Licence certificate*	
Formola **LPTS010** mimlija. *Completed LPTS010*	
Pjanta tas-Sit (Formola E) għal kull faċilità ta' ggaraxxjar, miksuba mid-Dipartiment tal-Artijiet li tindika ż-żona tal-faċilità ta' ggaraxxjar *Site Plan (Form E) for each garaging facility, obtained from the Lands Department, indicating the area of the garaging facility.*	
Formola **LPTS011** mimlija – tapplika biss fejn ikun hemm ħames (5) vetturi jew aktar registrati taħt il-Licenzja tal-Operatur. *Completed LPTS010 – applies only where there are five (5) or more vehicles registered under the Operator Licence.*	
Jekk il-faċilità ta' ggaraxxjar hija mikrija, kopja tal-kuntratt tal-kirja flimkien ma' kopja tal-karta tal-identità tas-sid. Il-kuntratt tal-kirja għandu jkopri l-perjodu kollu ta' validità tal-Liċenzja ta' Operatur (sentejn għal LPTV1 u sena għal LPTV2 u SOV). *Where the garaging facility is leased, a copy of the lease agreement together with a copy of the property owner's Identity Card. The lease agreement must cover the full validity period of the Operator Licence (Two years for LPTV1 and one year for LPTV2 and SOV).*	
Jekk il-faċilità ta' ggaraxxjar hija proprjeta` tal-Operatur, dokument notarili jew legali li jipprova li l-faċilità ta' ggaraxxjar hija proprjetà tal-operatur (eż. kuntratt ta' xiri, att ta' donazzjoni, dikjarazzjoni ta' wirt jew dokument ieħor ekwivalenti).I *If the garaging facility is owned by the Operator, to provide a notarial or legal document proving that the garaging facility is owned by the operator (e.g. deed of purchase, deed of donation,inheritance document or other equivalent document)*	
Fedina Penali mingħand il-Pulizija li tinġieb mill-Awtorità għan-nom tal-applikant u hemm ħlas ta' €5.50. F'kaz ta' kumpanija l-Fedina hi rikjesta għad-diretturi kollha u għar-rappreżentant tal-kumpanija. *Police Criminal Record which is obtained by the Authority on behalf of the applicant and there is a fee of € 5.50. In the case of a company, the Fedina is requested for all directors and for the company's representative.*	
Fedina Penali Estera – **APPLIKABBLI BISS** f'każ ta' applikant li għamel perjodu mhux residenti f'Malta, għandu juri estratt tar-rekords ġudizzjali tiegħu jew inkella, dokument ekwivalenti maħruġ mill-awtorità kompetenti ġudizzjali jew amminnistrativa tal-pajjiż tal-oriġini jew il-pajjiż li minnu jkun ġej l-applikant. F'kaz ta' kumpanija l-Fedina hi rikjesta għad-diretturi kollha u għar-rappreżentant tal-kumpanija.	

*Foreign Criminal Record Sheet – **APPLICABLE ONLY** in the case of an applicant who has spent a period not residing in Malta, an extract from a judicial record or, failing that, an equivalent document issued by a competent judicial or administrative authority of the country of origin or the country from which such applicant derives. In the case of a company, the Fedina is requested for all directors and for the company's representative.*	
Dokument uffiċċjali maħruġ minn Jobsplus li jikkonferma li inti rreġistrat bħala 'LPTS Operator' jew 'LPTS Operator & Driver' *An official document issued by Jobsplus which confirms that you are registered as an 'LPTS Operator 'or 'LPTS Operator & Driver'.*	
Dokument uffiċċjali maħruġ minn Jobsplus li jikkonferma li l-impjegati tiegħek huma rreġistrati bħala 'cab drivers'. *An official document issued by Jobsplus which confirms that your employees are registered as 'cab drivers'.*	
Ħlas Amministrattiv għat-Trasferiment tal-Licenzja tal-Operatur *Administration fee for the Transfer of the Operator Licence* **LPTV1 €100** **LPTV2 €500** **SOV €500**	
Il-ħlasijiet għandhom isiru permezz ta' ċekk, bil-Credit/Debit card jew Bank Transfer *Payment shall be made by cheque, by Credit/Debit card or Bank Transfer* • **BOV IBAN Number: MT21VALL22013000000040022460565** • **HSBC IBAN Number: MT42MMEB44853000000008512857700**	

GĦALL-UŻU TAL-UFFIĊĊJU BISS *FOR OFFICE USE ONLY*

Numru ta' spazji ta' parkeġġ disponibbli ddikjarat fir-rapport tal-perit (jekk applikabli) *Number of available parking spaces declared in the architect's report (if applicable)*	
Eleġibbli ☐ *Eligible*	Mhux Eleġibbli ☐ *Not Eligible*
Rimarki *Remarks*	
Inizzjali u timbru tal-uffiċjal ta' TM *TM Official's initials and stamp*	Data: *Date:*

Data Protection Privacy Notice

The Authority for Transport in Malta, (Transport Malta) of Triq Pantar, Lija, Malta, LJA 2021 is the Data Controller for the purpose of the Data Protection Act CAP 586 and the General Data Protection Regulation (EU) (GDPR) 2016/679. This Privacy Notice sets out the way in which we collect and process your Personal Information, as well as the steps we take to protect such information.

1. The information we collect and how we use it

1.1. From this Application Transport Malta collects different types of information which information is that required by Law and is used explicitly for your applications related to the Operator licence. It is to be noted that if e required information is not provided the said application could not be processed.

1.2. The primary purpose for collecting information is mainly to process the applications related to operator licence, however, your Personal information may also be used for related purposes that amongst other include: sending notifications, and for the provision of information with regards to any legislative amendments which may affect the services offered to you.

2. To whom we disclose information

2.1. This information will be solely used for the reasons detailed above. However, there may be cases where personal information is shared with the following third parties for reasons listed below;

- Any third-party offering assistance in providing the service, to process the operator licence.
- Any law enforcement body who may have any reasonable requirement to access your personal information;
- Third party entities responsible for the data processing and printing of relative Operator licence.

3. Data Subject Rights

3.1. With respect to your privacy rights, the Authority is obliged to provide you with reasonable access to the Personal Data that you have provided to us. Your other principal rights under data protection law are:

- the right for information;
- the right to access;
- the right to rectification;
- the right to erasure;
- the right to restrict processing;
- the right to object to processing;
- g. the right to data portability;
- h. the right to complain to a supervisory authority; and
- the right to withdraw consent.

3.2. If you wish to access or amend any Personal Data we hold about you, or to request that we delete any information about you, you may contact us by sending a request to dataprotection.tm@transport.gov.mt. We will acknowledge your request within seventy-two (72) hours and will do our utmost to handle it promptly. We will respond to these requests within a month, with a possibility to extend this period for particularly complex requests in accordance with Applicable Law.

3.3. At any time, you may object to the processing of your Personal Data, on legitimate grounds, except if otherwise permitted by applicable law.

3.4. In accordance with Applicable Law, we reserve the right to withhold personal data if disclosing it would adversely affect the rights and freedoms of others. Moreover, we reserve the right to charge a fee for complying with such requests if they are deemed manifestly unfounded or excessive.

4. Retention period

4.1. Personal data will be retained for not more than 3 months from date of application should the application not be submitted complete or is rejected.

4.2. Once the operator licence is issued, we will retain your information for as long as needed to provide you with our service, or to comply with our legal obligations, resolve disputes and enforce our agreements.

5. Security

5.1. We take appropriate security measures to protect against loss, misuse and unauthorized access, alteration, disclosure, or destruction of your information. Additionally, steps will also be taken to ensure the ongoing confidentiality, integrity, availability, and resilience of systems and services processing personal information, and will restore the availability and access to information in a timely manner in the event of a physical or technical incident. All information gathered is kept confidential and is used solely for the processing of the operator licence.

5.2. If we learn of a security systems breach, we will inform you of the occurrence of the breach in accordance with applicable law.

6. Governing Law

All data collected in this form is processed in accordance with the Privacy Laws that include General Data Protection Regulation (Regulation 2016/679/EU) and Chapter 586 of the Laws of Malta (Data Protection Act).

7. Data Protection Officer

7.1. Transport Malta has a Data Protection Officer ("DPO") who is responsible for matters relating to privacy and data protection. The DPO can be reached at the above address or by email: dataprotection.tm@transport.gov.mt

8. Contacting us

8.1. Please address any questions, comments and requests regarding the application process to info.tm@transport.gov.mt.