

LPTS 005

**APPLIKAZZJONI GĦAL BIDLIET FIL-LIĊENZJA
TA' OPERATUR GĦAL SERVIZZ TA' ĠARR TA'
PASSIĠĠIERI B'VETTURI ŻĠĦAR**
*APPLICATION FOR CHANGES TO AN
OPERATOR LICENCE FOR LIGHT PASSENGER
TRANSPORT SERVICES*

TRANSPORT MALTA
Land Transport Directorate

A3 Towers
Triq L-Arkata Paola
PLA 1212

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Website: www.transport.gov.mt
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NUMRU TAL-LIĊENZJA TA' OPERATUR
OPERATOR LICENCE NUMBER

☐ LPTV1

☐ LPTV2

☐ SOV

TIP TA' TALBA

TYPE OF REQUEST

Jekk jogħġbok agħzel il-bidla li qed tapplika għaliha. Tista' tagħzel aktar minn għażla waħda.

Please select the amendment(s) you are applying for. More than one option may be selected.

BIDLIET FIL-LIĊENZJA TA' OPERATUR *OPERATOR LICENCE CHANGES*

- ☐ Emenda fid-dettalji tal-Liċenzja ta' Operatur
Amend Operator Licence details
- ☐ Bidla fiċ-Ċentru tal-Operat
Change of Operating Centre
- ☐ Bidla fil-kategorija tal-Liċenzja ta' Operatur
Change Operator Licence category

BIDLIET FIL-VETTURI *VEHICLE CHANGES*

- ☐ Żieda ta' vettura/i awtorizzata/i
Add authorised vehicle(s)
- ☐ Tneħhija ta' vettura/i awtorizzata/i
Remove authorised vehicle(s)

BIDLIET FIL-FAĊILITAJIET TA' GGARAXXJAR *GARAGING FACILITY CHANGES*

- ☐ Żieda ta' faċilità/jiet ta' ggaraxxjar
Add garaging facility/facilities
- ☐ Tneħhija ta' faċilità/jiet ta' ggaraxxjar
Remove garaging facility/facilities

BIDLIET FIL- LIĊENZJA TA' OPERTUR

OPERATOR LICENCE CHANGES

Nru. tal-Liċenzja ta' Operatur:
Operator's Licence No.:

Isem:
Name:

Kunjom:
Surname:

Nru.tal-Karta tal-Identità:
Identity Card No.:

Nru. tal-mobajl.:
Mobile No.:

Imejl:
Email:

Nru. tal-VAT:
VAT No.:

Isem tal-Kumpanija (jekk applikabbli):
Company Name (if applicable):

Nru. tal-Kumpanija (jekk applikabbli):
Company No. (if applicable):

Indirizz tar-residenza jew tal-Kumpanija (kif applikabbli):
Residential or Company Address (as applicable):

BIDLA FIL-KATEGORIJA TAL-LIĊENZJA TA' OPERATUR**CHANGE OF OPERATOR LICENCE CATEGORY**

Kategorija Attwali ☐ LPTV1 ☐ LPTV2 ☐ SOV
Current Category

Kategorija Ġdida ☐ LPTV1 ☐ LPTV2 ☐ SOV
New Category

REKWIŻITI ADDIZZJONALI FEJN IKUN HEMM HAMES (5) VETTURI JEW AKTAR TAHT IL-LIĊENZJA TA' OPERATUR**ADDITIONAL REQUIREMENTS WHERE THERE WILL BE FIVE (5) OR MORE VEHICLES UNDER THE OPERATOR LICENCE**

Din it-taqsimha tapplika biss għal Liċenzji ta' Operatur LPTV2 u għal Liċenzji ta' Operatur SOV meta, wara din l-applikazzjoni, ikun hemm hames (5) vetturi awtorizzati jew aktar irregistrati taht il-Liċenzja ta' Operatur.

This section applies only to LPTV2 Operator Licences and SOV Operator Licences where, following this application, there will be five (5) or more authorised vehicles registered under the Operator Licence.

☐ **Formola LPTS011 debitament mimlija u ffirmata minn Perit bil-Warrant, għal kull faċilità tal-igaraxxjar.**
Completed Form LPTS011, duly completed and signed by a Warranted Architect, for each garaging facility.

☐ **Ċertifikat ta' Konformità tat-Taxxa.**
Tax Compliance Certificate.

☐ **Dikjarazzjoni minn Awditur li tikkonferma Pozizzjoni Finanzjarja Tajba**
Auditor's Declaration confirming Financial Good Standing.

☐ **Permess ta' Żvilupp validu maħruġ mill-Awtorità tal-Ippjanar għal kull faċilità ta' ggaraxxjar, li japprova l-użu tagħha bħala garaxx ta' servizz pubbliku fejn il-vetturi jiġu pparkjati meta ma jkunux qed jintużaw.**
Valid Development Permit issued by the Planning Authority for each garaging facility, approving its use as a public service garage where vehicles are parked when not in use.

LISTA TA' VETTURI LI QED JIĠU MIŻJUDA**LIST OF VEHICLES THAT ARE BEING ADDED**

	Numru tal-pjanċa jew xaži <i>Number plate or chassis number</i>	Għamla <i>Make</i>	Mudell <i>Model</i>
1			
2			
3			
4			
5			
6			

LISTA TA' VETTURI LI QED JIĠU MNAQQSA**LIST OF VEHICLES THAT ARE BEING REMOVED**

	Numru tal-pjanċa <i>Number plate</i>	Għamla <i>Make</i>	Mudell <i>Model</i>
1			
2			
3			
4			
5			
6			

BIDLIET FIL- FAĊILITAJIET TAL-IGARAXXJAR**GARAGING FACILITY CHANGES**

Jekk jogħġbok elenka l-faċilitajiet ta' ggaraxxjar relatati ma' din l-applikazzjoni.

Please list the garaging facility/facilities relevant to this application.

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

DOKUMENTAZZJONI TA' SOSTENN**SUPPORTING DOCUMENTATION****A. Fejn qed isiru bidliet fid-dettalji jew fil-kategorija tal-Liċenzja ta' Operatur**

Where Operator Licence details are being amended or the Operator Licence category is being changed

- ☐ Lċ-Ċertifikat oriġinali tal-Liċenzja ta' Operatur.
Original Operator Licence Certificate.
- ☐ Hlas ta' €25 għar-rilaxx ta' Ċertifikat ġdid tal-Liċenzja ta' Operatur.
€25 fee for the issue of a new Operator Licence Certificate.

B. Fejn qed tiġi miżjuda jew imneħħija vettura awtorizzata

Where an authorised vehicle is being added or removed

- ☐ Lċ-Ċertifikat oriġinali tar-Reġistrazzjoni tal-Vettura (Logbook) ta' kull vettura li qed tiġi miżjuda jew imneħħija.
Original Vehicle Registration Certificate (Logbook) for each authorised vehicle being added or removed.
- ☐ Lċ-Ċertifikat oriġinali tal-Liċenzja ta' Operatur.
Original Operator Licence Certificate.
- ☐ Hlas ta' €25 għar-rilaxx ta' Ċertifikat ġdid tal-Liċenzja ta' Operatur.
€25 fee for the issue of a new Operator Licence Certificate.
- ☐ Hlas ta' €50 għal kull vettrura li tiġi awtorizzata u miżjuda
€50 fee for each additional authorised vehicle.

C. Fejn qed tiżdied faċilità ta' ggaraxxjar

Where a garaging facility is being added

- ☐ Pjanta tas-Sit (Formola E) għal kull faċilità ta' ggaraxxjar, miksuba mid-Dipartiment tal-Artijiet.
Site Plan (Form E) for each garaging facility, obtained from the Lands Department
- ☐ 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.
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.
- ☐ Jekk il-faċilità ta' ggaraxxjar hija proprjeta` tal-Operatur, dokument notarili jew legali li jipprova li l-faċilità ta' ggaraxxjar hija proprjeta` tal-operatur (eż. kuntratt ta' xiri, att ta' donazzjoni, dikjarazzjoni ta' wirt jew dokument iehor ekwivalenti).
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).

D. Fejn, wara din l-applikazzjoni, ikun hemm hames (5) vetturi awtorizzati jew aktar taħt il-Liċenzja ta' Operatur

Where, following this application, there will be five (5) or more authorised vehicles under the Operator Licence.

- ☐ Formola LPTS011 debitament mimlija u ffirmata minn Perit bil-Warrant għal kull faċilità ta' ggaraxxjar.
Completed Form LPTS011, duly completed and signed by a Warranted Architect for each garaging facility.
- ☐ Ċertifikat ta' Konformità tat-Taxxa.
Tax Compliance Certificate.
- ☐ Dikjarazzjoni minn Awditur li tikkonferma Pozizzjoni Finanzjarja Tajba
Auditor's Declaration confirming Financial Good Standing.
- ☐ Permess ta' Żvilupp validu maħruġ mill-Awtorità tal-Ippjanar għal kull faċilità ta' ggaraxxjar, li japprova l-użu tagħha bħala garaxx ta' servizz pubbliku fejn il-vetturi jiġu pparkjati meta ma jkunux qed jintużaw.
Valid Development Permit issued by the Planning Authority for each garaging facility, approving its use as a public service garage where vehicles are parked when not in use.

DIKJARAZZJONI

DECLARATION

Jien, hawn taħt iffirmit, niddikjara li l-informazzjoni, id-dikjarazzjonijiet u d-dokumentazzjoni kollha sottomessi ma' din l-applikazzjoni huma korretti, kompluti u veritiera. Nikkonferma li jien konxju mir-rekwiżiti kollha applikabbli skont il-liġi u nintrabat li nkompli nikkonforma magħhom f'kull hin.

I, the undersigned, hereby declare that all information, declarations and supporting documentation submitted with this application are true, complete and accurate. I confirm that I am aware of all applicable legal requirements and undertake to comply with them at all times.

Niddikjara wkoll li l-vetturi kollha awtorizzati taħt il-Liċenzja ta' Operatur ser jintużaw biss skont il-kundizzjonijiet tal-Liċenzja ta' Operatur u l-leġiżlazzjoni applikabbli, li huma mgħammra b'apparat ta' traċċar (tracking device), fejn meħtieġ mil-liġi, u li dan jinżamm f'kundizzjoni tajba ta' ħidma f'kull hin. Nikkonferma li l-vetturi kollha awtorizzati jiġu pparkjati jew iggaraxxjati fil-faċilitajiet ta' ggaraxxjar approvati meta ma jkunux qed jintużaw, flief fejn permess mil-liġi, u li dawn il-faċilitajiet huma disponibbli għall-użu esklussiv tiegħi u għandhom biżżejjed kapaċità sabiex jakkomodaw il-vetturi kollha awtorizzati taħt il-Liċenzja ta' Operatur.

I further declare that all vehicles authorised under the Operator Licence shall be operated only in accordance with the conditions of the Operator Licence and the applicable legislation, that they are fitted with a tracking device, where required by law, and that such device shall be maintained in good working order at all times. I also confirm that all authorised vehicles shall be parked or garaged in the approved garaging facilities whenever they are not in use, except where otherwise permitted by law, and that such facilities are available for my exclusive use and provide sufficient capacity to accommodate all authorised vehicles registered under the Operator Licence.

Niddikjara wkoll li n-numru ta' xufiera legalment impjegati jew ikkummissjonati taħt il-Liċenzja ta' Operatur mhuwiex inqas min-numru ta' vetturi awtorizzati u nintrabat li nżomm dan ir-rekwiżit f'kull hin. Nintrabat ukoll li ninforma lil Transport Malta mingħajr dewmien b'kull bidla fid-dettalji tal-Liċenzja ta' Operatur, fil-vetturi awtorizzati, fil-faċilitajiet ta' ggaraxxjar, fix-xufiera rreġistrati, jew b'kull ċirkostanza oħra li tista' taffettwa l-validità tal-Liċenzja ta' Operatur jew il-konformità mar-rekwiżiti legali applikabbli.

I further declare that the number of drivers lawfully employed or commissioned under the Operator Licence shall not be less than the number of authorised vehicles and undertake to maintain this requirement at all times. I further undertake to notify Transport Malta without delay of any change to the Operator Licence details, authorised vehicles, approved garaging facilities, registered drivers, or of any other circumstance which may affect the validity of the Operator Licence or compliance with the applicable legal requirements.

Nifhem li uffiċjali awtorizzati ta' Transport Malta jistgħu jwettqu spezzjonijiet, verifiki u investigazzjonijiet sabiex jiġi vverifikat il-konformità mar-rekwiżiti legali applikabbli, u nintrabat li nikkoopera magħhom. Nifhem ukoll li jekk xi informazzjoni jew dokument ipprovdut ikun falz, qarrieqi jew mhux komplut, jew jekk ma jiġux osservati r-rekwiżiti legali applikabbli, il-Liċenzja ta' Operatur tista' tiġi rrifjutata, sospiża jew revokata, u jistgħu jittiehdu passi legali jew kriminali fil-konfront tiegħi.

I understand that authorised officers of Transport Malta may carry out inspections, verification checks and investigations to ensure compliance with the applicable legal requirements, and I undertake to cooperate fully with such inspections. I further understand that if any information or document submitted is false, misleading or incomplete, or if the applicable legal requirements are not complied with, the Operator Licence may be refused, suspended or revoked, and legal or criminal proceedings may be taken against me.

Firma tal-Applikant/a
Applicant's Signature

Numru tal-karta tal-Identità
Identity card number

Data
Date

GHALL-UŻU TAL-UFFIĊĠJU BISS FOR OFFICE USE ONLY

Numru ta' spazji ta' parkeġġ disponibbli ddikjarat fir-rapport tal-perit
Number of available parking spaces declared in the architect's report

Numru ta' vetturi liċenzjati taħt il-Liċenzja ta' Operatur, inklużi dawk li ser jiġu miżjuda
Number of vehicles licensed under the Operator's Licence, including those to be added

Eleġibbli ☐
Eligible

Mhux Eleġibbli ☐
Not Eligible

Rimarki
Remarks

Inizzjali u timbru tal-uffiċjal ta' TM
TM Official 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 the 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.