

LPTS 001

APPLIKAZZJONI GHAL LIĆENZA TA' OPERATUR
GHAL SERVIZZ TA' ĜARR TA' PASSIġIERI B'VETTURI
ŻGħAR

APPLICATION FORM FOR 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



DETTLAJI TAL-APPLIKANT

APPLICANT DETAILS

L-ispazji li huma mmarkat b' * huma mandatorji:

Fields marked with an * are mandatory:

*Isem: <i>Name:</i>	*Kunjom: <i>Surname:</i>
*Nru.tal-Karta tal-Identità: <i>ID. Card No.:</i>	*Nru. tal-Mowbajl: <i>Mobile No.:</i>
*Isem tal-Kumpanija (imla jekk jaapplika): <i>Company Name (fill in if applicable):</i>	*Nru. tal-VAT (imla jekk jaapplika): <i>Vat no (fill in if applicable):</i>
*Imejl: <i>Email:</i>	*Nru. ta' regiżazzjoni (imla jekk jaapplika): <i>Company Reg no (fill in if applicable):</i>
*Indirizz fejn tgħix jew ta' korrispondenza jew l-indirizz tal-kumpanija (imla kif jaapplika): <i>Address where you actually live or correspondence address or the address of the company (fill in if applicable):</i>	

DETTLAJI TAS-SIEħEB MANIĞERJALI JEW TAR-RAPPREŽENTANT AWTORIZZAT (jekk jaapplika)

DETAILS OF MANAGING PARTNER OR AUTHORISED REPRESENTATIVE (if applicable)

Isem: <i>Name:</i>	Kunjom: <i>Surname:</i>	
Nru.tal-Karta tal-Identità: <i>ID. Card No.:</i>	*Imejl (obligatorju): <i>Email (mandatory):</i>	*Nru. tal-Mowbajl (obligatorju): <i>Mobile No.(mandatory):</i>
Indirizz: <i>Address:</i>		

ĊENTRU MINN FEJN SER TOPERA

OPERATING CENTRE

*Indirizz:
Address:

*Imejl:
Email:

DETTLAJI TAL-GARAXX U/JEW SIT GHALL-PARKEĠġ MHUX FIT-TRIQ

GARAGE AND/OR OFF-STREET PARKING SITE DETAILS

*Indirizz:
Address:

*Numru ta' vetturi li tesa' l-faċilita' tal-iggaraxxjar

- skont id-dikjarazzjoni LPTS008 jew LPTS009, li trid tiġi mimlija mill-applikant jekk huwa individwu jew jekk l-applikant qed jaapplika f'isem kumpanija rispettivament, u;
- skont id-dikjarazzjoni tal-Perit jekk l-applikant sejkollu rregistati 5 vetturi jew aktar;

*Number of vehicles that can fit in the garaging facility

- according to declaration LPTS008 or LPTS009, which has to filled in by an individual applicant or a company respectively, and;
- according to the declaration of the architect if the applicant will have five (5) or more registered vehicles;

DOKUMENTI MEHTIEĞA U ĦLAS DOVUT DOCUMENTS REQUIRED AND PAYMENT DUE		✓
Čertifikat tal-Vat <i>Vat Certificate</i>		
Kopja tal-Karta tal-Identità jew Permess ta' Režidenza <i>Copy of ID card or Residence Permit</i>		
Dikjarazzjoni LPTS008 (japplika biss fejn l-applikant huwa individwu) <i>Declaration LPTS008 (applies only where the applicant is an individual)</i>		
JEW OR		
Dikjarazzjoni LPTS009 (japplika biss fejn l-applikant qed japplika f'isem kumpanija) <i>Declaration LPTS009 declaration (applies only where the applicant is applying for and on behalf of a company)</i>		
Dikjarazzjoni maħruġa u ffirmata minn perit bil-warrant (li tinsab f'paġna 4 f'din l-applikazzjoni) , fejn jikkonferma li l-applikant għandu bizzejied parkeġġi fil-faċilitajiet tal-garaxx għall-użu esklussiv tiegħi u fejn għandu jipparkja l-vetturi tiegħi waqt li dawn ma jkunux qed jintużaw. Dan japplika biss fejn l-ammont totali ta' vetturi li se jiġu irregistrati f'ismu jew f'isem il-kumpanija se jammonta għal 5 vetturi jew aktar. <i>A declaration issued and signed by a warranted architect (found on page 4 of this application), confirming that the applicant has sufficient parking spaces in the garage facilities for their exclusive use and where their vehicles will be parked when not in use. This applies only where the total number of vehicles to be registered in their name or in the name of the company amounts to five vehicles or more.</i>		
Pjanti tas-sit ta' kwalunkwe spazji ta' parkeġġ għall-użu esklussiv tal-operatur <i>Site plans of any parking spaces for the exclusive use of the operator</i>		
II-Permess ta' Żvilupp relativ maħruġ mill-Awtorita' tal-Ippjanar li japprova l-użu tal-facilita' ta' garaging li fiha l-vetturi jkunu pparkjati bħala garaxx ta' servizz pubbliku, u jipprovd i-d-dettalji ta' kull permess. Dan japplika biss fejn l-ammont totali ta' vetturi li se jiġu irregistrati f'ismu jew f'isem il-kumpanija se jammonta għal 5 vetturi jew aktar. <i>The relative Development Permit issued by the Planning Authority approving the use of the garaging facility in which vehicles are parked as a public service garage and providing details of each permit. This applies only where the total amount of vehicles that will be registered in his/her name or on behalf of the company will amounting to 5 or more vehicles.</i>		
Čertifikat ta' Liċenzja tax-xogħol t'Impieg (japplika biss għal čittadini ta' pajjiż terz) <i>Employment Licence Certificate (only applicable for a third country nationals)</i>		
Dokument uffiċċjali maħruġ minn Jobsplus li jikkonferma li l-applikant huwa rreġistrat bħala Operatur <i>An official document issued by Jobsplus which confirms that the applicant is registered as an Operator</i>		
Dokument uffiċċjali maħruġ minn Jobsplus li jikkonferma li l-impiegati kollha tal-applikant huma rreġistrati bħala xufiera <i>An official document issued by Jobsplus which confirms that all applicant's employees are registered as drivers</i>		
Lista tad-diretturi maħruġa mill-Malta Business Registry (MBR) f'każ li l-applikant qed jirrapreżenta kumpanija <i>List of Directors issued by Malta Business Registry (MBR) where the applicant is representing a company</i>		
Formola LPTS010 fejn l-applikant irid jagħti informazzjoi dwar ix-xufiera kollha li se jkunu impiegati jew ikkommisionati minnu jew mill-kumpanija tiegħi <i>Form LPTS010 where the applicant shall provide information on all drivers that are to be employed or commissioned by him/her or his/her company</i>		
Fedina Penali mingħand il-Pulizija li tinġieb mill-Awtorità għan-nom tal-applikant u hemm ħlas ta' €5.50 <i>Police Criminal Record which is obtained by the Authority on behalf of the applicant and there is a fee of € 5.50</i>		
Fedina Penali Estera – APPLIKABBLI BISS f'każ ta' applikant li għamel perjodu mhux residenti f'Malta, għandu juri estratt tar-rekords ġudizzjali tiegħi jew inkella, dokument ekwivalenti maħruġ mill-awtorità kompetenti ġudizzjali jew amministrativa tal-pajjiż tal-origini jew il-pajjiż li minnu jkun qiegħi l-applikant <i>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</i>		
Il-ħlas Amministrattiv ta' €200 <i>Administration fee of €200</i>		
Il-ħlasijiet għandhom isiru permezz ta' čekk, bil-Credit/Debit card jew Bank Transfer <i>The Payments shall be made by cheque, by Credit/Debit card or Bank Transfer</i>		
<ul style="list-style-type: none"> • BOV IBAN Number: MT21VALL2201300000040022460565 • HSBC IBAN Number: MT42MMEB448530000008512857700 		

DIKJARAZZJONI DECLARATION

Jien hawn niddikjara li l-istqarrijiet li għamilt u l-informazzjoni mogħtija f'din l-applikazzjoni huma korretti u veri. Nifhem li l-liċenzja tal-operatur tista' tiġi revokata u jistgħu jittieħdu proċeduri kriminali kontra tiegħi jekk xi dettalji huma foloz jew qarrieqa.

I hereby declare that the statements made, and information given in this application are correct and true. I understand that the operator licence will be revoked and criminal action may be taken against me if any of the details are false or misleading.

Jien hawn nawtorizza lill-Awtoritāt għat-Trasport f'Malta biex tikseb informazzjoni bil-miktub, jew f'xi forma oħra jew mod ieħor, dwar ir-rekord kriminali tiegħi u dettalji tal-pieni għal reati rilevanti taħt ir-Regolamenti dwar Servizz ta' Ĝarr ta' Passiġġieri b'Vetturi Żgħar u Servizz ta' Kiri ta' Vetturi (L.S.499.68). Nifhem li l-Awtorita' għat-Trasport f'Malta tista' b'mod legittimu tuža din l-informazzjoni biex tiddetermina jekk għandhiex tintlaqa' l-applikazzjoni tiegħi biex nikseb Permess ta' Operatur għall-Ġarr ta' Passiġġieri b'Vetturi Żgħar.

I hereby authorize the Authority for Transport in Malta to obtain information in writing, or in any form or manner, on my criminal records and details of convictions for relevant offences under the Light Passenger Transport Services and Vehicle Hire Services (S.L.499.68). I understand that the Authority for Transport in Malta may legitimately use this information to determine the outcome of my personal declaration to obtain an Operator Licence for Light Passenger Transport Vehicles.

Nintrabat li niddikjara kull piena li nista' neħel fil-futur lill-Awtoritāt għat-Trasport f'Malta fi żmien mhux aktar minn 21 ġurnata minn meta ninstab ħati/ħatja. Nifhem li jekk nonqos milli nagħmel hekk, dan jista' jwassal għar-revoka jew is-sospensijsja tal-liċenzja tal-Operator.

I will declare any future convictions to the Authority for Transport in Malta no later than 21 days after receiving the conviction. I understand that failure to do so may lead to the suspension or revocation of the Operator Licence.

Jiena hawn niddikjara li l-vetturi kollha huma mgħammra bi tracking device u nifhem ukoll li l-apparat għandu jinżamm f'kundizzjoni taċċa.

I hereby declare that I have installed a tracking devise in each vehicle, and I understand that the tracking device must be kept in a good working condition.

Niddikjara wkoll li naf li l-Awtorita` għat-Trasport f' Malta tista' tagħmel spezzjonijiet każwali fuq il-post u tista' tissospendi jew tirrevoka l-liċenzja tal-operatur tiegħi u/jew tista' tieħu passi legali konti ja' jekk ninstab li m'iniekk konformi mar-Regolamenti dwar Servizz ta' Ĝarr ta' Passiġġieri b'Vetturi Żgħar u Servizz ta' Kiri ta' Vetturi (L.S.499.68).

I also declare that I aware that the Authority for Transport in Malta can carry out random onsite inspections and may either suspend or revoke my Operator Licence and/or may take legal action against me if I am found to be not in compliance with the Light Passenger Transport Services and Vehicle Hire Services (S.L.499.68).

Firma tal-applikant
Applicant's signature

Numru tal-karta tal-identità
ID Card Number

Data
Date

GHALL-UŽU TAL-UFFIĊĊU BISS FOR OFFICE USE ONLY

New LPTS No.: **LPTS -**

Numru ta' spazji ta' parkeġġ disponibbli skont LPTS008 jew LPTS009 u id-ddikjarat fir-rapport tal-perit (f'każ ta' 5 vetturi jew aktar huma rreġistrati f'isem l-operatur),
Number of available parking spaces as declared in the LPTS008 or LPTS009 forms and the architect's report,(if 5 or more vehicles are registered under the operator licence)

Eleġibbli
Eligible

Mhux Eleġibbli
Not Eligible

Rimarki
Remarks

Inizzjali u timbru tal-uffiċċjal ta' TM
TM Official's initials and stamp

Data:
Date:

DIKJARAZZJONI MINN PERIT LI GHANDU WARRANT

DECLARATION BY A WARRANTED ARCHITECT

Din il-formola ta' dikjarazzjoni għandha timtela u tiġi ffirmata minn Perit li ghandu warrant għal KULL faċilità tal-iggaraxxjar

This declaration form shall be duly filled in and signed by a warranted Architect for EVERY garaging facility

INFORMAZZJONI DWAR IL-FAĊILITÀ TAL-IGGARAXXJAR GARAGING FACILITY INFORMATION

Indirizz tal-faċilità tal-iggaraxxjar:

Address of the garaging facility:

Nru. tal-Permess tal-Awtorità tal-Ippjanar:

Planning Authority Permit No.:

PA / _____ / _____

Data tal-Approvazzjoni:

Date of Approval:

DOKUMENTI MEHTIEĞA U INFORMAZZJONI OHRA

DOCUMENTS REQUIRED AND OTHER INFORMATION

Kopja tal-Permess tal-Awtorità tal-Ippjanar

A copy of the Planning Authority Permit

Kopja riċenti tal-Pjanta tal-Awtorità tal-Ippjanar iċċertifikata

A recently issued certified copy of the Planning Authority Layout Plan

Pjanta tas-Sit (Formola E) miksuba mid-Dipartiment tal-Artijiet, li tindika ż-żona tal-faċilità tal-iggaraxxjar

Site Plan (Form E) acquired via the Lands Department, indicating the area of the garaging facility

L-Operatur hu s-sid tal-faċilità tal-iggaraxxjar?

Is the Operator the owner of the garaging facility?

Iva / Yes

Le / No

Jekk le, jekk jogħġbok ipprovdni d-dettalji tal-kerrej:

If not, please provide the lessor's details:

Isem u Kunjom:

Name & Surname:

Nru. tal-Karta tal-Identità:

ID Card No.:

Nru. tal-Mobile:

Mobile No.:

Jekk m'intix is-sid assolut tal-faċilità, jekk jogħġbok ipprovdni kopja tal-ftehim tal-kera

Kindly provide a copy of the letting agreement if you do not hold absolute ownership of the garaging facility

INFORMAZZJONI ADDIZZJONALI

ADDITIONAL INFORMATION

Dimensjonijiet tal-faċilità tal-iggaraxxjar:

Dimensions of the garaging facility:

X

Numru ta' vetturi bil-Y li jistgħu jiġu akkomodati kif approvat mill-PA:

Number of Y plated vehicles that can be accommodated as approved by PA:

_____ vetturi / vehicles

Il-faċilità tal-iggaraxxjar inbniet u tlestiet biex takkomoda tali vetturi?

Is the garaging facility ready built and furnished to accommodate such vehicles:

Iva / Yes

Le / No

Jekk il-faċilità tal-iggaraxxjar inbniet u tlestiet skont il-Permess tal-Awtorità tal-Ippjanar, għandha tiġi sottomessa kopja taċ-Ċertifikat ta' Konformità

If the garaging facility has been built and completed in accordance with the Planning Authority Permit, a copy of the Compliance Certificate shall be submitted

DETTELJI TAL-PERIT

ARCHITECT DETAILS

Isem:

Name:

Kunjom:

Surname:

Numru tal-Warrant:

Warrant Number:

Data tad-Dikjarazzjoni:

Date of Declaration:

Firma tal-Perit (inkluż timbru):

Architect's Signature (including stamp):

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.