



Steps in the application for a booked hire service licence

If you provide a booked hire service in a vehicle other than a taxi or limousine, you need to apply for a booked hire service licence



A booked hire service is a public passenger service that involves the pre-booked hire of a motor vehicle (up to 12 seats), including the driver.

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<p>Transport compliance history checks will be verified for everyone on the application</p> <p>Your vehicle must:</p> <ul style="list-style-type: none">  Be a passenger vehicle (or utility with a maximum 4.5t gross vehicle mass) with no more than 12 seats and be registered in Queensland  Have a current Certificate of Inspection (COI), unless exempt  Have the correct compulsory third party (CTP) insurance class: new Class 26, or Class 4, 10A or 11 <p>Your application may be refused if you:</p> <ul style="list-style-type: none">  Had a taxi, limousine or booked hire service licence cancelled or suspended within the previous year  Committed an offence relating to providing a taxi service or booked hire service within the previous year <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Relevant forms</p> <ul style="list-style-type: none"> • QF5189 – Booked Hire Service Licence Application • QF5190 – Registered Operator Consent for Vehicle to be stated on Booked Hire Service Licence • QF3524 – Change of Vehicle Particulars Notification </div>	<p>When applying, consider the following:</p> <ul style="list-style-type: none">  Are you using someone else's vehicle? You must obtain written consent from the registered operator to apply for a booked hire service licence <ul style="list-style-type: none"> • Complete Form QF5190  Do you have a COI? If you have a valid Safety Certificate that was issued between January and September 2017, it can be converted to a COI <ul style="list-style-type: none"> • Read Annual Vehicle Certificate of Inspection Fact Sheet • Obtain COI from an Approved Inspection Station  Do you have the correct CTP insurance class? Contact your CTP insurer for a change of CTP class letter and payment of any difference in premium <ul style="list-style-type: none"> • Provide letter to TMR during application process  Your vehicle will need to be registered for use as a booked hire vehicle <ul style="list-style-type: none"> • If you apply online the process is automatic and you don't need to do anything • If you apply in person you need to complete Form QF3524 	<p>Apply online if:</p> <ul style="list-style-type: none">  You're an individual or a company with an Australian Company Number (ACN), and   You have a valid TMR customer reference number (CRN) <p>Online application</p> <div style="border: 1px solid black; border-radius: 50%; padding: 10px; width: fit-content; margin: 10px auto;"> <p>For individuals, your CRN is your Driver Licence number</p> </div> <p></p> <p>Apply in person if:</p> <ul style="list-style-type: none">  You're a new TMR customer  <p>View TMR customer service centres</p> <p>QF5189 – Booked Hire Service Licence Application form</p>	<p>\$237.26</p> <p>Fees are adjusted annually on 1 July</p> <p>As your vehicle is providing booked hire services, you may need to pay a pro-rata registration fee</p> <p>Payment can be made:</p> <p>Online</p> <p> </p> <p>TMR customer service centres</p> <p>  </p> <p>Cash • Cheque • Money order</p>

More information

- [Fact Sheet – Annual Vehicle Certificate of Inspection](#)
- [Fact Sheet – Application requirements for booked hire service licence](#)
- [Ride-booking industry webpage](#)

