



Justice & Home Affairs

Business Support Unit

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**Motor Vehicles (Removal from Private Land) (Jersey) Law 2019
Application form – Motor Vehicle Removal Operator Registration**

Application form for registration as a motor vehicle removal operator to enable the movement and removal of motor vehicles from private land where a vehicle is parked without permission from the landowner to be there.

Please read the guidance document on the application process before completing this form. The Minister for Justice and Home Affairs will aim to determine your application within 14 working days of receipt of all required information.

Section A – Personal details

Full name and title	
Business name (if applicable)	
Address	
Telephone number	
E-mail address	

Section B – Supplementary information

Please provide any additional information that is relevant to your application (e.g. if you have an accredited status).



Section C – Requirements of registration

In order to register as a Motor Vehicle Removal Operator, you need to satisfy the Minister for Justice and Home Affairs that:

- (a) **You have sufficiently secure premises to store any motor vehicle removed from private land;**

Please provide information on the premises you will use to store vehicles, including the address of the premises; and security facilities (e.g. fencing; gate and access control).

If you are registering as a motor vehicle removal operator only, and do not intend to store any vehicles that you remove from private land, please provide information about the arrangements you have in place to remove vehicles to a secure location, including the name and the address of the person it is administered by.

- (b) **You have a vehicle(s) that is suitable for the safe removal of a vehicle from private land.**

Please provide details of the removal vehicles you own and operate and a description of the associated equipment that will be used to remove vehicles from private land.

- (c) **If registered, you will have adequate insurance against any loss or damage to a motor vehicle in your custody.**

Please provide information on the insurance cover you hold.

For more information on what is required in this section, please refer to the registration requirements in the guidance document.



Section D – Previous convictions

Have you ever been convicted of an offence under the Motor Vehicles (Removal from Private Land) (Jersey) Law 2019?

Yes No

If yes, please provide details below.

Section D – Declaration

Important information:

Before signing this form, please read the following consent information carefully. It explains how personal data will be used and provides a brief description of an individual's rights under Jersey's Data Protection Law. For further information on how the Justice & Home Affairs Business Support Unit handles personal data please visit:

<http://www.gov.je/howweuseyourinfo>

Consent of all parties named in this application:

I declare that this application is made with my authority. I am aware that it's an offence to submit false or misleading information with an application.

I am aware and agree to the information supplied in this form, together with any other accompanying information, to be used to process my application for registration to carry out activities related to the movement and removal of motor vehicles from private land under the Motor Vehicles (Removal from Private Land) (Jersey) Law 2019.

I am aware and agree that the information supplied in this form, together with any other accompanying information:

- May be disclosed to third parties with specialist knowledge of the activities proposed, where advice is needed in order to process this application.
- May be used for the purposes of providing published statistical data and reports relating to the Motor Vehicles (Removal from Private Land) (Jersey) Law 2019,
- That as a public authority, you are subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law you may be required to disclose information you hold, including the contents of this form and any other information provided to you, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2018.



By signing this form:

- I understand that you will not use my personal information for any other purpose, without my permission, unless you are legally required to do so.
- I understand that under Jersey's Data Protection Law I have the right to withdraw my consent to the further processing of my information. However, I understand that this may cause delays in administering my registration or cause me to be in breach of other legal requirements.
- I understand that the information I provide in this application form will, if my registration is approved, appear in a register of motor vehicle removal operators published by the Minister for Justice and Home Affairs in accordance with Regulation 7 of the Motor Vehicles (Removal from Private Land) (Jersey) Regulations 2019.

Name:	
Signature:	
Position (if applicable):	
Date:	



Motor Vehicle Removal Operator Registration

As a 'controller' under the Data Protection (Jersey) Law 2018 we process and hold your information in order to provide public services and meet our statutory obligations. We may not be able to provide you with a service unless we have enough information or your permission to use that information. Below, we explain what we collect; how we will use your information; and what your rights are.

We have collected your personal details (name; address, contact details and signature) and we do this in order to register you and/or your organisation as a motor vehicle removal operator; to ensure that we meet our legal obligations; to allow the statistical analysis of data so we can plan the provision of services; and where necessary, for our law enforcement functions; or to protect individuals from harm or injury.

We will endeavour to keep your information accurate and up to date although we rely on you to inform us of any changes in accordance with the Motor Vehicles (Removal from Private Land) (Jersey) Regulations 2019. We do not keep it for longer than is necessary. Please see our published retention schedules for more detail about how long we retain your information. We will not pass any personal data on to anyone outside of the States of Jersey, other than those who either process information on our behalf, or because of a legal requirement, and we will only do so, where possible, after we have ensured that sufficient steps have been taken by the recipient to protect your personal data.

There is a legal requirement under Regulation 7 of the Motor Vehicles (Removal from Private Land) (Jersey) Regulations 2019 for the Minister for Home Affairs to prepare and make available a public register of motor vehicle removal operators. If you and/or your organisation is successfully registered as a removal operator, the following information will appear in the register:

- The name and address of the motor vehicle removal operator
- Telephone number
- The activities to which registration applies
- The premises to where vehicles will be removed
- The contact information for the release of removed vehicles

You can ask us: to stop processing your information; to correct or amend your information; for a copy of the information we hold about you. You can also: request that the processing of your personal data is restricted; and withdraw your consent to the processing of your information.

You can complain to us about the way your information is being used by contacting us at dataprotection2018@gov.je alternatively you can complain to the Information Commissioner by emailing enquiries@dataci.org.