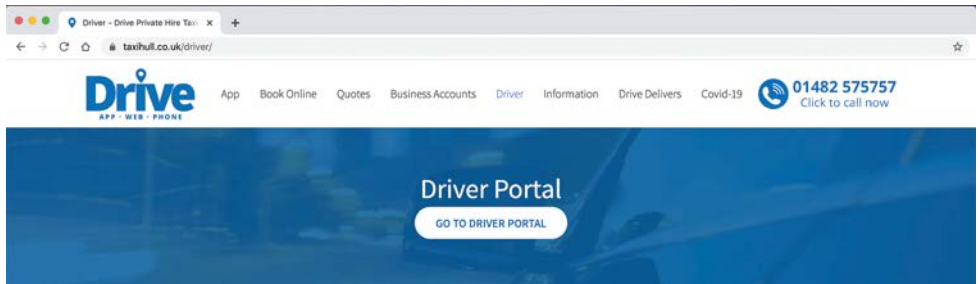


Uploading Driver Documents

- 1 Take a photo of your Plate, Insurance, Badge, MOT & Driving license on your phone.
- 2 Go to our website www.taxihull.co.uk/driver/
- 3 From here click on the “GO TO DRIVER PORTAL” button as seen below.



- 4 Login to the portal with the same details that you use to sign in to your PDA ('Car number' in the top box & 'badge number' in the bottom box).
- 5 Once you have logged in, click the “update document” link (if you are using a phone then you will need to click on the “quick link” button then the update document link, as seen below).
- 6 You will need to upload each image individually by clicking the “choose file”. Please make sure it is a clear picture/ scan of the document ensuring that the correct “document type” & expiry date are entered.
- 7 Once submitted you will be able to upload the next document and continue this process until all required documents have been submitted.

