

Change of Details on a Personal Licence

Name, Address or lost/stolen

Your Current Personal Details	
Name	
Address	
Personal Licence number	

Tick as applicable		
Change name <input type="checkbox"/>	You will need a marriage certificate or deed pole	
Change Address <input type="checkbox"/>	Lost/Stolen <input type="checkbox"/>	

New Personal Details (If applicable)	
Name	
Address	
Personal Licence number	
Telephone Number	
e-mail	

Enclosure Checklist	
Original licence and ID badge <input type="checkbox"/>	If not available give a reason:
Marriage certificate/Deed Pole if required <input type="checkbox"/>	
Payment of £10.50 <input type="checkbox"/> (cheques need to be addressed to Stoke-on-Trent City Council)	
Signature	Date

IT IS AN OFFENCE UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS NOTIFICATION, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE

Post to: Licensing, Hanley Town Hall, Albion Street, Stoke-on-Trent, ST1 1 XP or book an appointment call 01782 232774 or e-mail hcp.licensing@stoke.gov.uk