



**Licensee Full Name:**

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Postcode:

Postcode:

**Contact Telephone No. (inc. STD Code):****Contact Email:**

*Please note that if an email is provided it may be used for any future correspondence from the unit.*

Personal Licence Number (if known):

Issuing Authority:

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Details of any **new** relevant or foreign offences and civil immigration penalties:

Details of any **new** relevant or foreign offences and civil immigration penalties:

- ☐ I confirm that my Personal Licence detailed above has been stolen/lost\*\* and apply for a replacement.  
\*\* *Delete as applicable*
- ☐ I confirm that If the stolen/lost\*\* licence is recovered I will immediately destroy it or return it to the issuing Authority.
- ☐ **Fee paid** (if paying by debit or credit card):

- To make an internet payment please log on to [www.northantslicensing.gov.uk](http://www.northantslicensing.gov.uk)
- On the Central Licensing Administration Unit homepage select: [Make a payment](#)
- Follow the instructions provided making sure you:



Select 'All other Council Bills' followed by 'Licensing Unit' and then use the drop down list to select the appropriate 'Personal Licence' descriptor for your relevant area. Follow the on-line instructions to complete the payment.

- Payments by debit/credit card may also be made by calling our payment line on 01832 742211.

☐ Application fee **enclosed** (if paying by cheque):

- Cheques to be made payable to NORTH NORTHAMPTONSHIRE COUNCIL and crossed a/c payee.
- We do not accept cash payments.

CURRENT FEE: £10.50

**It is an offence knowingly or recklessly to make a false statement in or in connection with an application for a personal licence. (A person is to be treated as making a false statement if he produces, furnishes, signs or otherwise makes use of a document that contains a false statement). To do so could result in prosecution and a fine of any amount. It is an offence under section 24B of the Immigration Act 1971 to work illegally.**

License Holder Signature: ..... Date: .....

Please note that, unless you complete the following section, your amended licence will be sent to the address given above.

Alternative address for issue of amended licence:

Correspondence Name:	
Ref No <i>(if applicable)</i> :	
Address:	
Postcode:	Telephone No:

Please **post** this form and accompanying documents to:

North Northamptonshire Council  
Central Licensing Administration Unit  
Thrapston Offices  
Cedar Drive  
Thrapston  
NN14 4LZ