

## Change of Details on a Personal Licence

### Name, Address or lost/stolen

Your Current Personal Details	
<b>Name</b>	
<b>Address</b>	
<b>Personal Licence number</b>	

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

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

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

**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**