



Please reply to: Mr Shaun Rackley

Community Safety
c/o Town Hall
Castle Circus
TORQUAY
Devon
TQ1 3DR

Miss F Whates
(address removed)

My ref: M:005628/SAR
Your ref:
Telephone: 01803 208025
E-mail: Licensing@torbay.gov.uk
Website: www.torbay.gov.uk
Date: 23 November 2012

Dear Miss Whates,

Re: Medical Not Received

On checking my records I have discovered that you have not submitted a new medical certificate as you are required to do. A letter was sent to you on the **8th October 2012** informing you that the medical that was in force at that time was due to expire on the **12th November 2012**, to date no new medical has been received.

If you wish to continue driving as a Torbay Council Licensed Driver then you must make arrangements to see your own Doctor immediately. I have enclosed a further medical form for this purpose.

The form must be completed by your Doctor and returned to this office as soon as possible and in any case no later than **3rd December 2012**.

Failure to return the completed form on time will result in your Torbay Council Licensed Drivers badge being immediately suspended. Should you wish to discuss this matter further please contact the Licensing Office on the above telephone number.

Should you need to contact us please quote the reference number above.

Yours sincerely

Mr Shaun Rackley
Licensing Enforcement Officer
Licensing & Public Protection

Please note that, apart from personal details subject to the Data Protection Act, information contained in this letter may be divulged to members of the public under the Freedom of Information Act 2000.

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If you require this in a different format or language, please contact me.