|  |  |
| --- | --- |
| For Official use only | |
| Signed Application Form |  |
| Payment of £10.50 Receipt Number: |  |

**If you have lost your personal licence please complete this form to request a new one. If any of your personal details have changed please complete section 3 to update your details.**

|  |  |
| --- | --- |
| **1. Your Personal Licence Details (if know)** | |
| Licence Number: |  |
| **2. Your Personal Details** | |
| Title (delete as appropriate) Mr Mrs Miss Other (Please State) | |
| Surname: | |
| Forenames: | |
| Address | |
|  | |
| Post Town: | Post Code: |
| **3. Your Personal Details (NEW)** | |
| Title (delete as appropriate) Mr Mrs Miss Other (Please State) | |
| Surname: | |
| Forenames: | |
| Address | |
|  | |
| Post Town: |  |

|  |  |
| --- | --- |
| **Checklist** (please tick) | |
| I have completed the application form |  |
| I have enclosed payment of £10.50 (cheques payable to Torbay Council) |  |

|  |  |
| --- | --- |
| **Declaration** | |
| The information contained in this form is correct to the best of my knowledge and belief.  It is an offence knowingly or recklessly to make a false statement in or in connection with an application for the grant or renewal or change of address of a personal alcohol 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 not exceeding level 5 on the standard scale. | |
| Signature: | Date: |

**Please send your completed form to:**

**Licensing and Public Protection  
Torbay Council  
Town Hall  
Castle Circus  
Torquay   
TQ1 3DR**