

Please return completed form to:
Licensing Section
Public Protection Service
Gedling Borough Council
Civic Centre
Arnot Hill Park, Arnold
Nottingham NG5 6LU
Telephone: (0115) 901 3971

LICENSING ACT 2003 SECTION 127

NOTIFICATION OF CHANGE OF DETAILS OF PERSONAL LICENCE HOLDER

Details currently held by the Council
Full Name of Personal Licence Holder
Address
Personal Licence Number
New details
I hereby notify you of a change of my
a) Address (insert new address)
b) Name (insert new name)
SignedDated
Contact Telephone Number/Email
I enclose:
☐ Fee of £10.50 (Please pay online at: Payments (gedling.gov.uk) or send a cheque with this form.
□ Personal Licence – please return both parts of the licence (badge and certificate)
Reason for failing to produce licence

A person commits an offence if he fails, without reasonable excuse, to comply with a requirement of section 127 of the Act. A person guilty of an offence under section 127(4) of the Act is liable on summary conviction to a fine not exceeding level 2 on the standard scale.

Privacy information

We will use the information provided by you to process your application for licence. The basis under which the Council uses personal data for this purpose is that it is necessary for the compliance with a legal obligation to which the Council is subject to. You are obliged by a contract between yourself and the Council to provide the information that is specified here.

The Data Controller is Gedling Borough Council, Civic Centre, Arnot Hill Park, Arnold, Nottingham, NG5 6LU. You can contact the data protection officer at the above address or by email at dataprotectionofficer@gedling.gov.uk

The information provided by you may also be used for the purpose of any other function carried out by the Council. Information about these functions and further information including how long we retain your data, who we share with and your rights can be found at www.gedling.gov.uk/Licensing-privacy