



Licensing Team, Regulatory Services, Town Hall, Matlock,  
 DE4 3NN  
 email: [licensing@derbyshiredales.gov.uk](mailto:licensing@derbyshiredales.gov.uk) Tel: (01629) 761313

**Notification of change in name and/or address of a Personal Licence holder in accordance with section 127 of the Licensing Act 2003.**

**NB: Change of details on a Personal Licence must be notified to the Licensing Authority where the licence was originally issued. If your Personal Licence was not originally issued by Derbyshire Dales District Council, please do not send it to this Authority for amendment.**

To: Derbyshire Dales District Council, Town Hall, Bank Road, Matlock, DE4 3NN

I.....  
 (Print your name as stated on your personal licence)

give notice of the change in my address and/or name as shown on my personal licence in accordance with section 127 of the Licensing Act, as specified below.

My personal licence number is: LN.....  
 (Print your personal licence number)

My address has changed to: .....  
 .....  
 .....  
 ..... Post code .....  
 (print your new address in full or state not applicable)

My contact number has changed to:.....

My name has changed to: .....  
 (print your new name in full or not applicable)

My current email address is:.....

I am enclosing:

Please tick  The originals of both my personal licence documents and the badge, or a statement of the reasons for the failure to provide either or both these documents as follows:

The reasons why I have failed to provide either or both of my personal licence documents are:

.....  
 .....

Signature: ..... Date: .....

**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 OF UP TO LEVEL 5 ON THE STANDARD SCALE.**