



NOTIFICATION OF CHANGE OF NAME/ADDRESS

THIS FORM MUST BE COMPLETED WITHIN 7 DAYS TO COMPLY WITH YOUR LICENSING CONDITIONS

Please complete section **A** and **C** for **change of name**, and section **B** and **C** for **change of address**.

SECTION **A**: Driver's previous name

Driver's current name

<input type="text"/>	<input type="text"/>
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SECTION **B**: Driver's previous address

<input type="text"/>
Post Code

Driver's current address

<input type="text"/>
Post Code

SECTION **C**: Telephone number

E-mail

<input type="text"/>	<input type="text"/>
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Complete for all the licences you hold. If you do not hold that licence, type "None".

Badge number

Hackney Carriage

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

Vehicle Plate number

Dual Licence

<input type="text"/>

Private Hire/
Hackney Carriage

<input type="text"/>

Receipt number

<input type="text"/>

DECLARATION

Name

Date

<input type="text"/>	<input type="text"/>
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I HAVE FULLY COMPLETED THE FORM AND DECLARE THAT I AM THE PERSON ABOVE AND THAT THE INFORMATION PROVIDED IS CORRECT.

<input type="checkbox"/>

APPLICANTS ARE ADVISED THAT KNOWINGLY MAKING A FALSE STATEMENT IS A CRIMINAL OFFENCE PUNISABLE BY A FINE ON CONVICTION.

WHAT TO DO NEXT

1. Contact Customer Services on 01782 717717 to make your payment.

Licence fees can be found here www.newcastle-staffs.gov.uk/all-services/business/licensing/private-hire-and-hackney-carriage-licence-fees

2. Following successful payment, E-mail this completed form to

licensing@newcastle-staffs.gov.uk with a copy of our payment receipt.

The change of address will only be authorised upon receipt of payment and a completed application form.