



Licensing Service, Cornwall Council, Chy Trevail, Beacon Technology Park, Bodmin, PL31 2FR

**NOTICE OF SURRENDER OF PERSONAL LICENCE
UNDER THE LICENSING ACT 2003**

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

If you are completing this form by hand please write legibly in block capitals. In all cases ensure your answers are inside the boxes and written in black ink. Use additional sheets if necessary. You may wish to keep a copy of the completed form for your records.

I
being the holder of a personal licence, notify the Licensing Authority of my wish to surrender my personal licence under Section 116 of the Licensing Act 2003.

1. YOUR PERSONAL DETAILS	
TITLE (delete as appropriate): Mr Mrs Miss Ms Other (please state)	
Surname:	
Forenames:	
Details of Personal Licence Held:	
Licence No.	
Date of Expiry	

Address for correspondence associated with this notice (if different to the address above)	
Post Town	Post code

2. CHECKLIST:	
Please tick <input checked="" type="checkbox"/> yes	
<input type="checkbox"/> I have enclosed my Personal Licence (If you have not enclosed your personal licence, please give reasons below)	<input type="checkbox"/>

If you have not enclosed your personal licence or badge please give reasons why.
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SIGNATURE		DATE	
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The authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

For further information, see www.cornwall.gov.uk/nfi