



NOTIFICATION OF CHANGE OF NAME OR ADDRESS FOR DESIGNATED PREMISES SUPERVISOR

I/We (delete as appropriate)

.....
being the Premises Licence Holder or the Register Premises Supervisor of (delete as appropriate)

.....
..... [name and address of premises]

Email address

Telephone number

Premises Licence Number

Hereby notify the Licensing Authority of a change of name and/or address of the Designated Premises Supervisor (insert new name and/or address)

.....
.....
.....

With effect from (inset date the change is due to take effect from)

.....

I/We enclose a fee of £10.50 to apply for a DPS name/or address change.

I/We enclose the Premises Licence and Summary or, I/We hereby state that the reason for failing to produce the Premises Licence and Summary (delete as appropriate):

.....
.....
.....

If your premises licence and/or summary page has been misplaced, lost, stolen or destroyed then you'll need a replacement copy of the licence. The fee to apply for a replacement copy of licence and/or summary is £10.50.

Signed:

Dated:

Capacity: