

APPENDIX D

Licensing Act 2003 (Section 125) and (Personal Licences) Regulations 2005

PERSONAL LICENCE

Mr Usman Abu Bakar Iftikhar

Of

**43 Thistle Moor Road
New England
Peterborough
PE1 3HR**

Personal Licence Number : 062387

Date of Expiry: 24/11/2021

Relevant and foreign offences:

Relevant Offences:	Conviction Date:	Sentence Imposed:
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Foreign Offences:	Conviction Date:	Sentence Imposed:
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Operations Directorate
Peterborough City Council
Bayard Place, Broadway, Peterborough, PE1 1HZ

FURTHER INFORMATION ON PERSONAL LICENCES

1. CHANGE OF NAME/ADDRESS

The holder of a Personal Licence has a duty to inform the Council (the Licensing Authority), as soon as is reasonably practicable, of any change of name or address as stated in the Personal Licence. The Personal Licence and the correct fee should accompany this (see PART 7 of the 'Guidance Notes For Applicants'). Any person failing to do this will be committing an offence.

2. CONVICTIONS

2.1 The holder of a Personal Licence has a duty to notify the Council of any convictions for relevant offence or comparable foreign offence as soon as reasonably practicable following conviction (see PART 6 of the 'Guidance Notes For Applicants'). Similarly the Courts are required to inform the Council of convictions, whether or not they have ordered the suspension or forfeiture of the licence. If a licence is suspended or declared forfeit, then the Council will contact the Personal Licence holder, requesting the licence. The Council will retain any licence declared forfeit. Allied to these provisions is the duty of a Personal Licence holder when charged with a relevant offence to either produce to the Court the Personal Licence or if that is not practicable notify the Court of the existence of the Personal Licence and the identity of the relevant licensing authority along with the reasons why he cannot produce the licence. This MUST be done no later than the time he makes his first appearance in a Magistrates' Court.

3. RECORDS

3.1 The Council will maintain accessible records of licences issued. It will also provide a service that will enable the police in any area and other licensing authorities to be advised of details on Personal Licence holders. A central database containing the details of all Personal Licence holders is likely to be developed in due course (the Secretary of State to detail).

4. RENEWALS

- i) an application for the renewal of a Personal Licence must be made to the Council which granted the original Personal Licence
- ii) an application for renewal can only be made during the period of two months beginning three months before the time the licence would expire.

NB

If an application for renewal is not correctly made, then it will be returned to the applicant unprocessed.

4.1 The application (form number LP2) **MUST** be accompanied by all of the documentation as outlined below:

- iii) current Personal Licence or a statement of the reasons of any failure to provide it;
- iv) two photographs (as detailed in PART 2 of 'Guidance Notes For Applicants') including your current Personal Licence or a statement of the reasons for failing to provide the licence;
- v) a criminal conviction certificate etc (as detailed in PART 3 of 'Guidance Notes For Applicants');
- vi) a completed disclosure of criminal convictions and declaration - form number LP3;
- vii) the fee for the application (see PART 7 of 'Guidance Notes For Applicants').

5. SURRENDER OF LICENCE

5.1 A Personal Licence issued by Peterborough City Council may be surrendered upon notice to the Council, provided the notice is accompanied by the licence or if not practicable, a statement of the reasons for failing to provide the licence. The Personal Licence will lapse upon receipt of the notice of surrender by the authority.

6. THEFT, LOSS, ETC

6.1 In the event of a Personal Licence being lost, stolen, damaged or destroyed, Personal Licence holders can apply to the Council for a copy, provided it is the authority that issued the original licence. You must satisfy the Council that the licence has been lost, stolen, damaged or destroyed and that where lost or stolen, the holder has reported such to the police.

6.2 Applications for a replacement should also be accompanied by:

- i) the correct fee (see PART 7 of 'Guidance Notes For Applicants');
- ii) a photograph (endorsed as a true likeness by a person of professional standing e.g. solicitor, notary, teacher, lecturer or other professional person).