**Licensing Act 2003**

# Photograph declaration form for new personal licence applications

**Note to Applicant for Personal Licence**

Your application requires you to submit two photographs of yourself one of which must be endorsed and signed by one of the following; a solicitor, notary, a person holding a professional qualification or a person of standing in the community which includes a bank or building society official, a police officer, a civil servant or a minister of religion.

In order that we can verify the person endorsing your photograph please can you ask that person to also complete this form.

**Note to Person who has signed to endorse the photographs of the applicant.**

Please complete this form and endorse a photograph of the applicant with the statement: -

**‘I agree that this a true likeness of**….(applicants name)’ followed by your signature.

Please return the photograph and this form to the applicant to submit with their application.

|  |  |
| --- | --- |
| Name of Applicant for Personal Licence |  |
| Your Full Name: |  |
| Address: |  |
| Professional Status/qualification |  |
| Telephone Number: |  |
| In what capacity do you know the applicant? |  |
| Signature: |  |
| Date |  |

Please note that licensees are not acceptable counter-signatory.

The following are acceptable:

* Accountant
* Articled Clerk of a Limited Company
* Assurance Agent of Recognised Company
* Bank/Building Society Official
* Barrister
* Broker
* Chairman/Director of Limited Company
* Chemist
* Chiropodist
* Christian Science Practitioner
* Commissioner of Oaths
* Councillor: Local or County
* Civil Servant (permanent)
* Dentist
* Engineer (with professional Qualifications)
* Fire Service Official
* Funeral Director
* Insurance agent (full time) of a recognised Company
* Journalist
* Justice of the Peace
* Legal Secretary (members and fellows of the Institute of legal secretaries)
* Local Government Officer
* Manager/Personnel Officer (of Limited Company)
* Member of Parliament
* Merchant Navy Officer
* Minister of a recognised religion
* Nurse (SRN and SEN)
* Officer of the armed services (Active or Retired)
* Optician
* Person with Honours (e.g. OBE MBE etc)
* Photographer (Professional)
* Police Officer
* Post Office Official
* President/Secretary of a recognised organisation
* Salvation Army Officer
* Social Worker
* Solicitor
* Surveyor
* Teacher, Lecturer
* Trade Union Officer
* Travel Agency (Qualified)
* Valuers and auctioneers (fellow and associate members of the incorporated society)
* Warrant officers and Chief Petty Officers

Or persons of similar standing to the above, working or retired, are acceptable as counter-signatories.

If you are not sure you can be a signatory please contact the Licensing Section, 01228