

www.stockton.gov.uk

Licensing Service, Municipal Buildings, Church Road, Stockton on Tees TS18 1LD

I (insert name)

Being the holder of Private Hire/Hackney Carriage Badge Number issued by Stockton on Tees Borough Council

hereby give notice that I have changed my address. Please update my record(s)

Previous Address Details	
Postcode	

New Address Details	
Postcode	
Mobile Telephone Number	
Email Address	
Date Moved/Moving to New Address	

Do you hold any Private Hire or Hackney Carriage Vehicle Licences	Yes	No
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Have you changed your DVLA licence to your new address	Yes	No
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If **Yes**, please provide a copy of your DVLA photocard licence and Check Code. Please do not provide your DVLA licence and check code at this time if it is still showing your previous address. You must submit your DVLA licence and check code once it has been changed to your new address.

Share Your Driving Licence Details (Check Code)

In order for the Council to assess your driving record to confirm that you have a valid licence entitling you to drive in the UK and to verify any endorsements imposed on you by the DVLA please log onto the website: <https://www.gov.uk/view-driving-licence> and follow the instructions to share your licence with us within 21 days.

In the last 21 days I have logged onto <https://www.gov.uk/view-driving-licence> and created a code which I have written below to allow the Council to check my DVLA driving licence details (the code is case sensitive, please write it exactly as it appears on screen)

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Signed

Date

For Customer Service Use Only

DVLA Photocard Licence Copied

DVLA Photocard Licence Not Produced

For Licensing Service Use Only

Premise & Driver/Vehicle Records Updated

New Driver/Vehicle Licence(s) Issued