

Licensing Team
Governance & Licensing
East Devon District Council
Blackdown House
Border Road
Heathpark Industrial Estate
Honiton EX14 1EJ



East Devon District Council

Licensing Authority

Personal licence photograph endorsement form

All applications for a personal licence must be accompanied by two photographs of the applicant. One of the photographs must be endorsed as a true likeness of the applicant by either: a solicitor or notary, a person of standing in the community or an individual with a professional qualification.

The person endorsing the photograph must write a statement on the back of the photograph confirming that it is a true likeness of the applicant. They must also sign the photograph and state their full name and date of signature.

The person who has endorsed the photograph should then complete this form with the following details:

Name of applicant shown in photograph:			
Your full name as signatory:			
Please tick to confirm whether you are:	A solicitor or notary <input type="checkbox"/>	A person of standing in the community <input type="checkbox"/>	An individual with a professional qualification <input type="checkbox"/>
If, you are a person of standing in the community please give details:			
If you hold a professional qualification please give details:			
Signature:			

Data Protection

Any personal information which you provide will be held and used by East Devon District Council for the purpose of the Licensing Service to process and administer the application for a personal licence. Your information may also be shared within East Devon District Council for the purposes of carrying out our lawful functions. Otherwise your personal information will not be disclosed to anybody outside East Devon District Council without your permission, unless there is a lawful reason to do so, for example disclosure is necessary for crime prevention or detection purposes. Your information will be held securely and will not be retained for any longer than is necessary. There are a number of rights available to you in relation to our use of your personal information, depending on the reason for processing. Further detail about our use of your personal information can be found in the relevant Privacy Notice which can be accessed online at <http://eastdevon.gov.uk/privacy>