



Licensing Section, Charnwood Borough Council, Southfield Road, Loughborough, LE11 2TX

**Notice of Surrender of Personal Licence**

**Section 116 Licensing Act 2003**

I .....(Print Name) of (address)  
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Tel No.....

Mobile No. ....

Email .....

**Hereby give notice of the surrender of my Personal Licence**

Personal Licence Number.....

I understand that the Notice will take effect as soon as it is received by the Licensing Authority. I also understand the previously licensed activities permitted in respect of this licence will automatically cease at this time.

I enclose my Personal Licence

I am unable to enclose my Personal Licence\*

\*Please provide a statement of reasons why you are unable to return your Personal Licence

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Signature.....Date.....