



**Directorate for Communities  
Neighbourhood Services**

**Licensing Team**

Buckinghamshire Council

The Gateway

Gatehouse Road

Aylesbury

HP19 8FF

Licensing@buckinghamshire.gov.uk

01296 585605

www.buckinghamshire.gov.uk

## Photographs for a personal licence application

You will need to obtain two passport style photographs of yourself. See overleaf for dimensions etc.

These photographs will need to be signed by an appropriate person to verify that it is a true likeness of yourself. This needs to be on the back of the photographs and then stapled onto the spaces below. Also you will need to fill in the details below.

Name of the person in the photograph	
Name of the person that has signed the reverse of the photograph	
Telephone number of the person who has signed the reverse of the photograph	
Please state the occupation of the person that has signed the reverse of the photograph (this person must be an approved signatory as listed overleaf).	

## **The Licensing Act 2003 (Personal Licences) Regulations 2005**

### **Para 7 – (1)**

(a) Two photographs of the applicant, which shall be –

- (i) taken against a light background so that the applicant's features are distinguishable and contrast against the background.
- (ii) 45 millimetres by 35 millimetres.
- (iii) full face uncovered and without sunglasses and, unless the applicant wears a head covering due to his/her religious beliefs, without a head covering.
- (iv) On photographic paper.
- (v) one of which is endorsed with a statement verifying the likeness of the photograph to the applicant by a solicitor, notary, a person of standing in the community or any individual with a professional qualification

• 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 • Commissioner or County • Councillor: Local or County • Civil Servant (permanent) • Dentist • Engineer • Fire Service Official • Funeral Director • Insurance agent (full time) of a recognised Company • Journalist • Justice of peace • Legal Secretary (members and fellows of the institute of legal secretaries) • Local Government Officer • Minister of a recognised religion • Nurse (SRN and SEN) • Officer of the armed services (Active or Retired) • Optician • Person with Honours • Photographer (Professional) • Police Officer • Post Office Official • Presidents/Secretary of a recognised organisation • Salvation Army Officer • Social Worker • Solicitor • Surveyor • Teacher, Lecturer • Trade Union Officer • Travel Agency (Qualified) • Valuers and Auctioneers • Warrant Officers and Chief Petty Officers

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

**Relatives or Partners are not acceptable**