

Application for copy of personal licence

To (Name of Local Authority)

I (name)

Of (address)

Being the holder of a Personal Licence, number **KS**

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Hereby apply for a copy of a Personal Licence which was
* [lost] [stolen] [damaged] [destroyed].
The circumstances under which the Personal Licence was
*[lost] [stolen] [damaged] [destroyed] are as follows**

[Lost] [Stolen] crime number **

I enclose a fee of £10.50

Dated

Signed

*Please delete the words in square brackets that do not apply
**Where the licence has been lost or stolen the holder must have reported that loss or theft to the police and a crime number must be obtained before a replacement can be issued