



Licensing Unit, Portland House, 44 Richmond Road, Worthing, BN11 1HS

Club Premises Certificate - Notification of change of Club Secretary/Chair Person

Club Premises Certificate Number : LN/.....

Details of premises to which the above Certificate No. refers:

Name and Address of Club	
Town	Post Code

Details of Proposed New Club Secretary/Chair Person	
Title	(delete as appropriate) Mr Mrs Miss Ms Other (please state):
Surname	
Forenames	
Home Address	
Town	Post Code

Contact Details		
Telephone Numbers	Daytime	
	Evening	
	Mobile	
Email address		

Enclosures (Tick Check Box)	
Certificate Amendment Fee Enc. £10.50	<input type="checkbox"/> Original Certificate Enclosed <input type="checkbox"/>
Please provide the date that this change will take/took place.	
Date:	

I (*insert full name*)
make this declaration on behalf of the club and have authority to bind the club

Signature: Date:

Capacity:

Cheques should be made payable to either Adur District Council **OR** Worthing Borough Council depending on which Council issued the original certificate.