

Hackney Carriage and Private Hire driver licenses

Change of Address

You must notify the Council of a change in your address within 14 days. To do so, send an email to licensing@rossendalebc.gov.uk and provide the following information:

- Your full name and address
- Your badge number
- Your old address
- Your new address
- The date you moved to your new address
- **Produce your amended driving licence – Please attach a scanned image or clear picture of your amended driving licence (Front and Back)**

You will also need to notify the DVLA of your new address. Once you receive your new driving licence, this must be produced to the Licensing department within 6 weeks of the date you moved to your new address.

Notification of Change of Address

To Rossendale Borough Council,

I _____

of

Being the holder of a... *(Please tick the relevant boxes)*

Hackney Carriage Drivers Licence	<input type="checkbox"/>	Number	_____
Private Hire Drivers Licence	<input type="checkbox"/>	Number	_____
Hackney Carriage Vehicle Licence	<input type="checkbox"/>	Number	_____
Private Hire Vehicle Licence	<input type="checkbox"/>	Number	_____

Hereby notify you of my change of address to that supplied above.

My previous address was:

Dated: _____

Signed: _____

Please return this form to:
Rossendale Borough Council
Licensing & Enforcement Unit
The Business Centre
Futures Park
Newchurch Road, Bacup
OL13 0BB