

**APPENDIX 2
Petroleum Enforcement Liaison Group - Model Transfer of Licence Form**

PLA's Logo	<i>[Name of Licensing Authority]</i>	PLA Ref:
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PETROL FILLING STATIONS - PETROLEUM (TRANSFER OF LICENCES) ACT 1936

This (first) section to be completed by the Current Licensee

	Transferor to complete as appropriate		
Transferor (current licensee's) name			
Address of the Licensed Petrol Filling Station			
	Postcode:		Tel No:
	Email:		

I agree to the petroleum licence being transferred to the applicant(s) detailed below.

Signed:		Date:	
Print Name:		Position:	

This (second) section to be completed by the Applicant(s)

I, the undersigned, being the occupier of the premises detailed in the schedule below, hereby apply for the transfer of the current petroleum licence and I hereby declare that the undermentioned Schedule contains a full and true statement of the particulars set forth. In the event of a licence being transferred, I agree to abide by the conditions laid down by the *[Name of Licensing Authority]*, and not to alter in any way the Approved Arrangements of the premises without the prior written approval of the licensing authority, nor use the said premises for any other purpose than those prevailing at the time the licence is transferred.

Dated this:		day of	20
Signed:		Position:	

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SCHEDULE							
Transferor to complete as appropriate							
State whether 'Sole Applicant', 'Limited Company' or 'Partnership'							
If a Sole Applicant state first name, surname and address. If a 'Limited Company', state the name of the company, the address of the registered office and the full name of the Company Secretary. If a 'Partnership' state the full name of each partner and their respective addresses. If necessary, use ,sign and attach (to this form) a separate sheet.							
				Postcode:		Tel:	
				Email:			

Continue on a separate sheet if the licence is to be in more than two joint names.

Ownership of the site comprising the 'petrol filling station'.

If the applicant is not the owner of the site (i.e. a tenant), enter below the name and address of the owner or owners, as the case may be:

Details	Applicant (Transferee) to complete if applicable		
Name (of owner)			
Address :			
Postcode :		Tel. No :	
E-mail :			

Fee of £		(Cheques should be made payable to <i>[Name of Licensing Authority]</i>)
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Notes

1. The applicant(s), if an individual person or partnership) must be over 18 years of age.
- 2 Under the provisions the Pollution Prevention and Control (Amendment) Regulations 2006 for a permit to operate Stage 1b and Stage 2 vapour emission controls, the transferor and transferee should notify the district council in England and Wales and in Scotland the Scottish Environment Protection Agency of the proposed change of site operator.
- 3 Further information or advice on completing this form is available from a Petroleum Inspector at ~ ~ ~
- 4 This application, together with the appropriate fee, should be forwarded to the *[Name and address of Licensing Authority]*