A black and white logo

Description automatically generated

**Guide to acceptable countersigned photographs for personal licence applications**

If you have any questions, please do not hesitate to contact the Licensing Team on 02392 446660 or [licensing@havant.gov.uk](mailto:licensing@havant.gov.uk)

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| **What is being certified?** |
| On signing one of your two photographs, the counter-signatory is declaring that the photograph is a true likeness of yourself. |
| **A correctly signed photograph would include on the reverse:** |
| * “I hereby certify that this is a true likeness of (full name of the person in the photograph)” * A copy of your signature * Your printed name * The position of the person signing * The date |
| **Who can countersign my photographs for application?** |
| * The counter-signatory must hold a professional qualification. * The counter-signatory may not be a spouse or relative. * Licensees may not certify photos.   Please note, that although the BIIAB is classed as a professional qualification, licensees are not acceptable counter-signatories. |
| **Accepted counter-signatories** |
| 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  Christian Science Practitioner  Commissioner of Oaths  Councillor: Local or County  Civil Servant (permanent)  Dentist  Engineer (with professional Qualifications)  Fire Service Official  Funeral Director  Insurance agent (full time) of a recognised Company  Journalist  Justice of the Peace  Legal Secretary (members and fellows of the Institute of legal secretaries)  Local Government Officer  Manager/Personnel Officer (of Limited Company)  Member of Parliament  Merchant Navy Officer  Minister of a recognised religion  Nurse (SRN and SEN)  Officer of the armed services (Active or Retired)  Optician  Person with Honours (e.g. OBE MBE etc)  Photographer (Professional)  Police Officer  Post Office Official  President/Secretary of a recognised organisation  Salvation Army Officer  Social Worker  Solicitor  Surveyor  Teacher, Lecturer  Trade Union Officer  Travel Agency (Qualified)  Valuers and auctioneers (fellow and associate members of the incorporated society)  Warrant officers and Chief Petty Officers  Or persons of similar standing to the above, working or retired, are acceptable as counter-signatories. |