

**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

|  |
| --- |
| **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 NLC is classed as a professional qualification, licensees are not acceptable counter-signatories. |
| **Accepted counter-signatories** |
| AccountantArticled Clerk of a Limited CompanyAssurance Agent of Recognised CompanyBank/Building Society OfficialBarristerBrokerChairman/Director of Limited CompanyChemistChiropodistChristian Science PractitionerCommissioner of OathsCouncillor: Local or CountyCivil Servant (permanent)DentistEngineer (with professional Qualifications)Fire Service OfficialFuneral DirectorInsurance agent (full time) of a recognised Company JournalistJustice of the PeaceLegal Secretary (members and fellows of the Institute of legal secretaries)Local Government OfficerManager/Personnel Officer (of Limited Company)Member of ParliamentMerchant Navy OfficerMinister of a recognised religionNurse (SRN and SEN)Officer of the armed services (Active or Retired)OpticianPerson with Honours (e.g. OBE MBE etc)Photographer (Professional)Police OfficerPost Office OfficialPresident/Secretary of a recognised organisationSalvation Army OfficerSocial WorkerSolicitorSurveyorTeacher, LecturerTrade Union OfficerTravel Agency (Qualified)Valuers and auctioneers (fellow and associate members of the incorporated society)Warrant officers and Chief Petty OfficersOr persons of similar standing to the above, working or retired, are acceptable as counter-signatories. |