
Forms to apply for renew or vary a standard consumer credit licence

General Notice No: 71

25 February 2008

The Office of Fair Trading (OFT) hereby gives general notice pursuant to section 6(2) of the Consumer Credit Act 1974 (the 'Act') that:

Form of application for a standard consumer credit licence

Until 5 April 2008, application for a standard consumer credit licence shall be made either in the form CC1C/05 (entitled "Application for a Consumer Credit licence for a partnership, company or other organisation") or in the form CC1S/05 (entitled "Application for a consumer credit licence for a sole trader") and submitted either on-line via the Office of Fair Trading website or in hard copies, which may be obtained from the Office of Fair Trading in paper form or downloaded in their entirety from the Office of Fair Trading website. In each case the application shall be accompanied by all fees, documents and information required to be provided at the time the relevant form is submitted.

On or after 6 April 2008, application for a consumer credit licence shall be made only in the forms CC1C/08 or CC1S/08 and submitted either on-line via the Office of Fair Trading website or in hard copies, which may be obtained from the Office of Fair Trading in paper form or downloaded in their entirety from the Office of Fair Trading website. In each case the application shall be accompanied by all fees, documents and information required to be provided at the time the relevant form is submitted.

Form of application to renew a standard consumer credit licence

For those licences expiring before 5 April 2008, application to renew a standard consumer credit licence shall be made in the form CC501C/05 (entitled "Application to renew a consumer credit licence for a partnership, company or other organisation") or in the form CC501S/05 (entitled "Application to renew a consumer credit licence for a sole trader"), which may be obtained from the Office of Fair Trading in paper form.

With effect from 18 December 2007, applications to renew a licence can not be made more than one calendar month in advance of expiry (General Notice 68 refers). In each case the application shall be accompanied by all fees, documents and information required to be provided at the time the relevant form is submitted.

For those licences expiring on or after 5 April 2008, application to renew a consumer credit licence shall be made only in the forms CC501C/08 or CC501S/08 which may be obtained from the Office of Fair Trading in paper form.

Form of application to vary a standard consumer credit licence

Until 5 April 2008, application to vary a standard consumer credit licence shall be made in the form CC15/05 (entitled "Application to vary a Consumer Credit licence for all licence holders"), and submitted either on-line via the Office of Fair Trading website or in hard copy, which may be obtained from the Office of Fair Trading in paper form or downloaded in its entirety from the Office of Fair Trading website. In each case the application shall be accompanied by all fees, documents and information required to be provided at the time the relevant form is submitted.

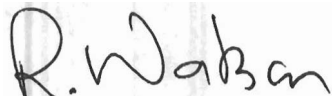
On or after 6 April 2008, application to vary a consumer credit licence shall be made only in the form CC15/08, and submitted either on-line via the Office of Fair Trading website, or in hard copy which may be obtained from the Office of Fair Trading in paper form or downloaded in its entirety from the Office of Fair Trading website. In each case the application shall be accompanied by all fees, documents and information required to be provided at the time the relevant form is submitted.

Note:

Duty to keep OFT informed of all relevant information after an application has been submitted

All applicants must, under section 6(7) of the Act (which comes into force on 6 April 2008), after an application has been made and before it is determined, notify the OFT, giving details, of any relevant information or document which supersedes the original, provided in relation to any of the above applications. They should also advise the OFT if they become aware of any error or omission in any information or document forming part of their application.

This Notice supersedes General Notices numbered 62 and 63 which are hereby cancelled.



Ray Watson
For and on behalf of
The Office of Fair Trading

Date: 25 February 2008

Office of Fair Trading
Fleetbank House
2-6 Salisbury Square
London
EC4Y 8JX

Ray Watson
Director
Markets and Projects
Office of Fair Trading