

# METAL DETECTOR LICENCES

## PROCEDURE NOTES 2016

Due to the closure of the cash office to members of the public in October 2015, it has been necessary to change the application procedure for metal detecting licences. Below is the new procedure for 2016.

1. From the first working day in January applicants may pay for a metal detecting licence on-line. Applicants need to visit [www.epsom-ewell.gov.uk/thedowns](http://www.epsom-ewell.gov.uk/thedowns) and click on the link to make an application and payment for a metal detecting licence.
2. 20 uniquely numbered licences will be available on a first come first served basis. Applications will be numbered to reflect the order they are received. The first twenty successful applicants will be notified and given 10 working days to provide a passport sized photograph (if not already uploaded via the application process) to the Downs Manager at Epsom & Ewell Borough Council.
3. On receipt of full payment and a photograph, a non-transferable photocard will be produced and sent to each successful applicant along with a copy of the terms and conditions.
4. Applicants will receive their photocard in the post in the coming weeks. Applicants will not be able to metal detect until they have received their photocard. When metal detecting they may be stopped by Downskeepers to check they have a valid licence and photocard.
5. Once 20 licences have been issued no further licences will be issued and customers should be directed to Sam Beak, Downs Manager for advice.

For further enquiries please contact:

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