

# How to Create Your Online Licensing Account

## Step 1

Access the home page, <https://paforlalpaclive.oldham.gov.uk/PAforLalpacLIVE/1/WcaHome> and at the top of the page click 'Register'.

Oldham Council  
Sir Robert Peacock House

Home Register Log in

You are here » Home

Oldham Council - Sir Robert Peacock

**Public Registers**

\*\*\*\*Please do not register if you hold an existing licence with the Council, please phone the licensing office on 0161 770 4730\*\*\*\*

Hackney Carriage Vehicle  
Hackney Carriage Driver Licence  
Dual Drivers Licence  
Private Hire Vehicle  
Private Hire Operator Licence  
Combined H/C/PH Driver  
Animal Boarding  
Animal Boarding - Creche  
Pet Shop Licence  
Riding Establishment  
Late Night Refreshment House

**Gambling Act**

Gambling Act Register  
Small Societies Licensee

**Licensing Act**

Personal Register  
Premises Register

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## Step 3

Oldham Council  
Sir Robert Peacock House

Home Register Log in

You are here » Home » Data Protection Act

New Online Client Account - Data Protection Act 1998

**Data Protection Act 1998**

The information you provide on this form will on personal data is collected and processed in con al purposes without your consent. All we certain rights in respect of this information.

For a more detailed explanation click on the link information may also be shared with the Police account being terminated

The information provided is consents to the best of

Continue

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## Step 2

Oldham Council  
Sir Robert Peacock House

Home Register Log in

You are here » Home » Data Protection Act » Select Account Type

**Account Type**

Select the type of account you require:

If you do not have any existing Licences or an account with this Licensing Authority, please select 'NEW CLIENT/LICENCE HOLDER' below.

**New Client/Licence Holder**

If you do currently have/had existing Licences or an Activation Key from this Licensing Authority, please select 'EXISTING CLIENT/LICENCE HOLDER' below. You may obtain your Activation Key by contacting the Licensing Authority prior to registering.

Existing Client/Licence Holder (I have an activation key)

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## Step 4

Oldham Council  
Sir Robert Peacock House

Home Register Log in

You are here » Home » Create Account

New Online Client Account

**Create Account**

Enter details below to register:

**1. Personal Details**

Title\* Mr  
Forename\*\* Joe  
Surname\*\* Blogge  
Gender\* Male  
Date of Birth\* 01/01/1989  
Place of Birth\*  
National Insurance no.\*\*\*  
Ethnicity\*

**2. Address Details**

Main Address

Address Line 1\* 1 Taxi Street  
Address Line 2\*  
Town\* Oldham  
County\*  
Postcode\* OOD 1TE  
Telephone\*  
Alternative Telephone\*  
Fax Number\*  
Mobile\*  
Email\* youremail@whatever.com

Complete all relevant information

Complete all relevant information

## Step 5

Correspondence Address (if different from above)

Address Line 1\*  
Address Line 2  
Town\*  
County  
Postcode\*  
Telephone  
Alternate Telephone  
Fax Number  
Mobile  
Email\* your@email@whatever.com

3. Security

Password\*  
Confirm Password\*  
Passwords must be at least eight characters long and contain at least one number, upper case letter and lower case letter.

4. Declaration

The information provided is correct to the best of my knowledge and belief. I understand that the giving of misinformation may lead to my account being terminated.

5. Submit

Create Account

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- Once you have created your account you will receive an email asking you to activate your online account. You must follow the instructions in this email before you attempt to log on to your online licensing account.
- Once you have logged in you can submit your application for a New 3 year Dual Drivers Licence.

## Step 6

Oldham Council  
Sir Robert Peacock House

Home Register Log in

You are here > Home > Create Account > Create Account - Success

### Registration Successful

You have successfully registered a new user. You will be receiving an email soon with details on how to activate your account.

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