

The Proprietor or Manager at  
Viamed  
17 Station Road  
Cross Hills  
Keighley  
BD20 7EH

Unlicensed business

October 2022

Ref: 6609105899

## Are your customers or staff watching TV programmes at this unlicensed property?



tvlicensing.co.uk



0300 790 6124



Licence fee: £159.00

Please reply by  
**2 November  
2022**  
to avoid an  
investigation

Dear Sir/Madam,

Our records show that your business address\* does not currently have a TV Licence. This means it is against the law for you, your staff or your customers to plug in and watch or record live TV programmes on any channel, or to download or watch BBC programmes on iPlayer.

This could be on any device, including a TV, desktop computer, laptop, mobile phone, tablet, games console, digital box or DVD/VHS recorder.

### Please get in touch straight away...

- **If your business needs a licence:** you can choose to pay in full or set up a Direct Debit to spread the cost at [tvlicensing.co.uk](http://tvlicensing.co.uk) or on 0300 790 6124.
- **If you need to move a licence from an old business address:** visit [tvlicensing.co.uk/update](http://tvlicensing.co.uk/update) or call 0300 790 6124.
- **If your business doesn't need a licence:** please let us know at [tvlicensing.co.uk/noTV](http://tvlicensing.co.uk/noTV), on 0300 790 6124 or with the form over the page. We may confirm this with a visit.

### What happens next?

If we don't hear from you by 2 November 2022, this address will be passed on to our Enforcement Division for investigation. If they find evidence of illegal TV viewing on your premises, your business risks being prosecuted.

If you have recently bought a TV Licence, thank you. You don't need to reply to this letter.

Yours faithfully,

Ross McTaggart  
Customer Service Director

\*If your business name or address details above are incorrect, please update them at [tvlicensing.co.uk/update](http://tvlicensing.co.uk/update), on 0300 790 6124 or by using the form over the page.

Please do not write below this line.

66091058991

# The most common questions answered.

REV/B/COL/1E/04/21

## Can I choose how to pay?

Yes, you can pay in full with a debit or credit card. Or, if you find it easier, you can choose from our range of Direct Debit options.



Go to  
[tvl.co.uk/pay](http://tvl.co.uk/pay)



Call  
0300 790 6124

You can also make weekly cash payments with a TV Licensing payment card. Call 0300 555 3456.



## When does my business need a licence?

You need a TV Licence if anyone on your premises watches or records TV programmes live on any channel; streams programmes live via an online TV service; downloads or watches BBC programmes on BBC iPlayer. This applies to any device, including a TV, computer, laptop, mobile phone, tablet, games console, digital box or DVD/VHS recorder.

You may also need a licence if any staff, customers or visitors watch, record or download programmes on your premises, on any device.

**If you play music for customers or staff** – whether on radio, TV, computer or CD/DVD – you will probably need to buy licences from both PRS for Music and PPL. Go to [prsformusic.com](http://prsformusic.com) and [ppluk.com](http://ppluk.com) for details.



## How many licences does my business need?

A single licence usually covers your entire business address, no matter how many devices are used. But, if you need to license more than one address, you should get a Company Group TV Licence. Call us on 0300 790 6124 and we'll be happy to help.



## What if my business doesn't need a licence?

Your business does not need a licence if no one on your premises watches or records TV programmes live on any channel or streams programmes live via an online TV service, and never downloads or watches BBC programmes on BBC iPlayer. Please let us know by visiting [tvl.co.uk/notv](http://tvl.co.uk/notv), calling us or by sending us the completed form below. We may confirm this with a visit.



## What if we've just moved in?

If you already have a TV Licence, you should move it to your new business address. Go to [tvl.co.uk/update](http://tvl.co.uk/update), call us or complete the form below and return it to us.

If you still have questions, please visit  
[tvl.co.uk/business](http://tvl.co.uk/business)



## Correspondence in Welsh?

We welcome your calls, emails and letters in Welsh, and will respond to you in Welsh. Response times are the same for Welsh and English. Visit [tvl.co.uk/cymraeg](http://tvl.co.uk/cymraeg)

## Do we have the right details for your business?

If not, please take a moment to tell us your correct details in this form. Once you've completed it, just send the form back to us at TV Licensing, Darlington DL98 1TL and we'll update our records.

**Please fill in the boxes that apply to you.**

### 1. Tell us about you

Title \_\_\_\_\_ Initial \_\_\_\_\_  
Last name \_\_\_\_\_  
Job title \_\_\_\_\_  
Telephone \_\_\_\_\_  
Email \_\_\_\_\_

**If you don't need a TV Licence at your business address, please tick this box** ☐

TV Licensing (including the BBC as the data controller, and its suppliers) will use the details you provide to operate the TV Licensing system and will not give them to anyone else unless required or permitted to do so by law. Find out more about how we keep your data safe and your data rights, including rights to access and correct your data, at [tvl.co.uk/privacypolicy](http://tvl.co.uk/privacypolicy)

### 2. If we have the incorrect name and address for your business (see front of letter), please write the correct details below

Business name \_\_\_\_\_  
Address \_\_\_\_\_  
Postcode

### 3. Recently moved into your premises and need to move an old licence? Write the details of your previous business below

Business name \_\_\_\_\_  
Address \_\_\_\_\_  
Postcode        
TV Licence number