

Permit Renewal – Use For Existing Permits Approaching Their Expiry Date

Annually, we send emails to our Permit Holders advising them **when Permits are due to expire. We do this** to ensure there is sufficient time to renew and **to send the historical postal Renewal Form to enable you to renew.** Whilst we will continue to send renewal emails containing a postal Renewal Form the email will also explain more about our online renewal option and **we hope you will support the initiative and find it a simpler, more efficient and cost saving alternative.**

Please start the online renewal by clicking on the **Renew My Permit** tab below and provide the information to the boxed questions and drop-down menus. Make your **payment, Bank Transfer or Cheque/Postal Order**, when requested and then submit your application. **You will receive an email acknowledgement** of your application with a summary copy of your renewal form usually within 24 hrs.

The WECG will organise the posting of your Permit excluding the need for you to post the application or a stamped addressed envelope, saving time, hassle and expense. **The WECG do make a charge Of £0.95 to cover the postage cost** of sending your permit which is a fixed expense on the form.

Whilst we will email renewal reminders it is not necessary for you to wait for these before Renewing Online. This can be done anytime to suit you. **Your new Permit will show an expiry date 12 months on from your old permit expiry** and not from the date of online renewal.

Renew My Permit – Please note: - The link will not be operational until the 2nd week in February.