



LINCOLNSHIRE POLICE

SEX OFFENDERS NOTIFICATION FORM – PART 2 OF THE SEXUAL OFFENCES ACT 2003

This form should be completed by a police officer or other authorised person at a prescribed police station when a sex offender who has been convicted of an offence provides information to fulfil their obligations under the Act. When completed, a copy of this form should be given to the offender as an acknowledgement of their notification, as required by the Act.

SPECIFY THE TYPE OF OR REASON FOR NOTIFICATION:

Initial Notification after caution/conviction		Initial Notification on Release from Prison/Custody	
Re-notification on release from Prison/Custody		Weekly NFA Notification	
Residence with under 18		Notification of Additional Address	
Change of Address		Change of Name	
Annual/Periodic Notification		New bank details	
New passport details			

NOTIFICATION DETAILS

Name: (or any other name used including aliases/social networking names):

Date/place of birth:	PND ID or SID:
National Insurance No:	PNC ID or CRO No:
Date of Conviction/Court:	Offence:

Initial / Current Registered Address: (If NFA location where Nominal can be regularly contacted)

Post Code:

Telephone/Mobile/E-mail No: (not mandatory)	End date (not mandatory)
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CHANGES TO EXISTING NOTIFICATION DETAILS

New Name: (or any other name used including aliases / social networking names)	Date Effective From:
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New Home Address:
(including postcode)

Post Code:

Date Effective from:	Is this permanent/temporary (dates if known)
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Is this notification made in advance of the change: YES / NO

For advance notifications, if the change takes place more than 2 days before the anticipated date, the police must be informed. If an advance notification is made and the change has not taken place 3 days after the anticipated date, the police must be informed within 6 days of the anticipated change.

Telephone / Mobile No / E-mail: (not mandatory)	Start / End Date: (not mandatory)
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Additional Address: temporary or other address at which the offender has stayed or resided for a period of 7 days (continuously or 2 or more periods in any 12 month period):

Date Effective From / To:

Address: Residence or stay with a child for at least 12 hours or more in one period:

Date Effective From / To:

Details of Child / Children i.e. name/DOB/relationship (not mandatory):

PHOTOGRAPHS / FINGERPRINTS / DNA

The Sexual Offences Act 2003 gives the police power to take fingerprints from and/or photograph all registered sex offenders when making a notification at a Police Station for identification purposes.

Photograph taken ☐ YES ☐ NO	Fingerprints ☐ YES ☐ NO
Passport ☐ YES ☐ NO	If yes, Issuing Authority:
UK Passport Number: 	Start Date: (not mandatory) End Date: (not mandatory)

Name and DOB as it appears in the passport:

Description of identity or other document:
(where a UK passport is not held)

Document reference number (if any) and name as it appears in the alternative document:
(where a UK passport is not held)

CURRENT VEHICLE / VEHICLES (Not mandatory)

Make/Model	Registration/Index Number	Colour	Owner/User
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MONITORING

Offender Informed that his/her movements may be monitored including any vehicle used
☐ YES
 ☐ NO

OFFICER COMPLETING THE NOTIFICATION FORM

I hereby acknowledge notification of the information set out above, I have asked if all financial details have been provided and I have attached copies of all documents produced at this notification

Officer Name (Print name)		Signature	
Station		Rank/Registered No	
Police Station where Registered		Date	

CONTRAVENTION OF NOTIFICATION REQUIREMENTS

Has the offender contravened any of the requirements under the Sexual Offences Act 2003	YES/NO
Contravention details	
Reported for offence	YES/NO

OFFENDERS SIGNATURE

Name		Signature	
Date		Refused to Sign ☐ Yes ☐ No	

There is no legal requirement on the offender to sign this form. Refusal or failure to sign will not invalidate this form.

BANK/CREDIT CARD/POST OFFICE ACCOUNT DETAILS - CURRENT / NEW / CHANGE (Delete as appropriate)**Account Type:** ***Bank/Credit/Post Office Account/** ***Current/Savings/Business****Banking/Finance Institution:****Account Sort Code:****Account Number:****Account start date if new:****Account closure date:****Issuing Branch:****Name(s) (in full) on Account:****Card Held - Type (Credit/Debit):****Card No (16 digit no):****From:****To:****Note: The name of any joint account holder(s) is not mandatory****BANK/CREDIT CARD/POST OFFICE ACCOUNT DETAILS - CURRENT / NEW / CHANGE (Delete as appropriate)****Account Type:** ***Bank/Credit/Post Office Account/** ***Current/Savings/Business****Banking/Finance Institution:****Account Sort Code:****Account Number:****Account start date if new:****Account closure date:****Issuing Branch:****Name(s) (in full) on Account:****Card Held - Type (Credit/Debit):****Card No (16 digit no):****From:****To:****Note: The name of any joint account holder(s) is not mandatory****BANK/CREDIT CARD/POST OFFICE ACCOUNT DETAILS - CURRENT / NEW / CHANGE (Delete as appropriate)****Account Type:** ***Bank/Credit/Post Office Account/** ***Current/Savings/Business****Banking/Finance Institution:****Account Sort Code:****Account Number:****Account start date if new:****Account closure date:****Issuing Branch:****Name(s) (in full) on Account:****Card Held - Type (Credit/Debit):****Card No (16 digit no):****From:****To:****Note: The name of any joint account holder(s) is not mandatory****BANK/CREDIT CARD/POST OFFICE ACCOUNT DETAILS - CURRENT / NEW / CHANGE (Delete as appropriate)****Account Type:** ***Bank/Credit/Post Office Account/** ***Current/Savings/Business****Banking/Finance Institution:****Account Sort Code:****Account Number:****Account start date if new:****Account closure date:****Issuing Branch:****Name(s) (in full) on Account:****Card Held - Type (Credit/Debit):****Card No (16 digit no):****From:****To:****Note: The name of any joint account holder(s) is not mandatory**

Sex Offenders Notification Form (Part 2)

This form should be completed by a police officer or other authorised person at a police station when a relevant offender who has been cautioned or convicted of an offence, or found not guilty by reason of insanity or to be under a disability and to have done the act charged, provides information to fulfil his or her obligations under Sexual Offences Act 2003 (the 2003 Act). (The requirements of notification are explained below). When completed, a copy of this form will be given to the offender as an acknowledgement of his notification, as required by the 2003 Act)

A person required by the 2003 Act to register with the police is required by law to:

1. Notify the police **within 3 days** of the caution, conviction or finding (or, if he is in custody or otherwise detained, 3 days from his release) of his name, his date of birth and his home address at the time of his conviction, caution or finding. (Section 83)

In addition, he/she is also required to notify the police of his/her current name, **including** any aliases he/she uses, social media or gaming user names and his/her sole or main residence in the United Kingdom or, if he/she has no such residence, any premises in the United Kingdom at which he/she can be found, if either are different from the name and address at the time of conviction.

2. Submit on initial notification, notification of any changes to registered details and periodic notification to having his/her fingerprints and photograph taken. (Section 87(4))

3. Notify the police of any changes to the name, aliases and address he/she has registered **within 3 days of the date of any change**, including release from prison for subsequent offences. (Section 84)

4. Notify the police of any address where he/she resides or stays for **7 days or longer**. This means either 7 days at a time, or a total of 7 days in any 12-month period. (Section 84)

5. Notify the police **weekly** where registered as 'no fixed abode'. (Section 83)

6. Notify the Police if you have resided or stayed for at least **12 hours** at a household or other private place where an under 18 year old resides or stays (**whether this is your own household or that of another**), **within 3 days**. (Section 84)

7. Notify the police of all credit cards, all debit cards and all bank account details and any changes to those, including the opening or closure of accounts (personal, business and joint accounts) and the cancellation, or replacement of credit/debit cards **on each notification and within 3 days of any changes to details**. (Section 84)

8. Notify the police of passport details (including any new/replacement passport details), and certain information contained in a passport or other form of identification held by the relevant offender **on each notification and within 3 days of any changes to details**. (Section 84)

9. All offenders have to notify their National Insurance Number **on each notification**. (Section 83(5))

10. All offenders must re-confirm their details within 12 months of their last notification. (Section 85)

An offender can only give this notification by attending a police station prescribed for the purpose by regulations in the police area where they reside. (The regulations will be periodically updated when the addresses of police stations change) (Section 87)

New name and address: For advance notification if the change takes place more than 2 days before the anticipated date, the police must be informed. If an advance notification is made and the change has not taken place within 3 days beginning with the anticipated date, the police must be informed within 6 days of the anticipated date. (Section 83)

A person failing to comply with the requirements of the SOA 2003, a summary of which is set out above, without reasonable excuse, or who provides the police with information which is known to be false could be sent to prison for up to five years.

Prescribed Police Stations (Locations suitable for Notification)

Lincoln Police Station
South Park Avenue
Lincoln LN5 8EL

Louth Police Station
Eastfield Road
Louth LN11 7AN

Grantham Police Station
Swingbridge Road
Grantham NG31 7XT

Sleaford Police Station
The Hoplands
Boston Road
Sleaford NG34 7LZ

Spalding Police Station
Westlode Street
Spalding PE11 2AF

Gainsborough Police Station
Morton Road
Gainsborough DN21 2SY

Skegness Police Station
Park Avenue
Skegness PE25 1BJ

Boston Police Station
Lincoln Lane
Boston PE21 8QS

Horncastle Police Station
9 The Wong
Horncastle LN9 6EB

Stamford Police Station
North Street
Stamford PE9 2SF