

(INSERT COUNCIL)

NOTICE OF APPLICATION FOR A GRANT OF



LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

(As amended by the Fire Safety and Safety of Places of Sport Act 1987)

This form must be used to give notice of your application. Three copies of the form must be completed and signed. Each copy must be sent on the same day to:-

1. Licensing Section, (INSERT COUNCIL), (INSERT ADDRESS)

Enclosing: (a) 4 plans of the area to be licensed
(b) appropriate fee
(c) Electrical Test Certificates for the Installation and Emergency Lighting
(d) Statement of Electrical Safety (as supplied)

2. Assistant Divisional Officer, (INSERT FIRE SERVICE), (INSERT ADDRESS)

Enclosing: (a) 1 plan of the area to be licensed

3. The Chief Superintendent, (INSERT POLICE AUTHORITY), (INSERT ADDRESS)

Enclosing: (a) 1 plan of the area to be licensed.

1. Name of applicant (in full)

2. Address of applicant

Post Code _____

Telephone Number _____

3. Age and Occupation
(if over 21 state "over 21")

4. **Name, Description and Location of premise to be licensed** _____

Post Code _____

Telephone Number _____

5. **Address to which correspondence is to be sent** _____

Post Code _____

Telephone Number _____

6. **If the premises are not open during office hours, state name, address and telephone number of person responsible for keys to the premises.**

Post Code _____

Telephone Number _____

7. (i) **Type of Licence required (please tick)**

(a) Provisional Licence []

(b) New Licence []

(c) Certificate of Suitability []

(d) Occasional Licence []

(ii) **Type of Entertainment to be Licensed**

(a) Public Music []

(b) Public Music from recordings only []

(c) Public Dancing []

(d) Indoor Sports []

8. **If only an Occasional Licence is required, state relevant dates** _____

- | | FROM | TO | DAYS |
|---|-----------------------------|-------|---------|
| 9. What hours and days do you require the Licence to cover? | _____ | _____ | _____ |
| | _____ | _____ | _____ |
| 10. What hours do you require the Licence to cover on Sundays for Public Music only? | _____ | _____ | |
| | _____ | _____ | |
| 11. Please indicate opposite, the maximum number of persons you expect to use the premises at any one time for the purposes mentioned | (a) All purpose | _____ | persons |
| | (b) Dancing | _____ | persons |
| | (c) Closely seated audience | _____ | persons |
| 12. If only part of the building is to be Licensed, give details | _____ | | |
| | _____ | | |
| 13. Is the building to be Licensed to be used for performances with 'close seated audiences'? | Regularly | [] | |
| | Occasionally | [] | |
| | Never | [] | |
| 14. Do you intend to use any Smoke Generators, like equipment or substances such as Carbon Dioxide (dry ice) in the premises? | YES/NO | | |
| | Details _____ | | |
| | _____ | | |
| Do you intend to store any Smoke Generators, like equipment or substance such as Carbon Dioxide (dry ice) in the premises or in any part of the building in which the premises form part? | YES/NO | | |
| | Details _____ | | |
| | _____ | | |

ANY INTENDED CHANGE IN CIRCUMSTANCES INVOLVING SMOKE GENERATORS, LIKE EQUIPMENT OR SUBSTANCES MUST BE NOTIFIED IMMEDIATELY TO THE COUNCIL. NO EQUIPMENT OR SUBSTANCES MAY BE INSTALLED, USED OR STORED ON THE PREMISES WITHOUT THE COUNCIL'S WRITTEN CONSENT.

15. State date and name of newspaper in which public notice is to be advertised (not required on application for renewal or occasional Licence)
- _____
- _____
16. Please state whether a Liquor Licence is in force for all or part of the premises.
- YES/NO
17. Do you intend to apply for a Special Hours Certificate or a Supper Hours Certificate for these premises in relation to any Liquor Licence?
- YES/NO

18. I enclose a cheque in the sum of _____ in respect of the application fee.

I UNDERSTAND THIS FEE IS NOT REFUNDABLE EITHER IN WHOLE OR PART IF I AMEND OR WITHDRAW THIS APPLICATION.

I hereby declare that the information supplied above is true to the best of my knowledge and belief.

I give 28 days notice of my application for the grant of an Entertainment Licence* Indoor Sports Licence* or Certificate of Suitability*. I confirm that, on the date of this form I have sent copies of it to the Council, Police and Fire Authorities as required.

** Delete as appropriate*

I will also supply within 28 days of the date of this form:

- (i) a certified notice which states that within 7 days of the date of this form and for 14 full days thereafter the Notice (or a copy of it) was displayed in a conspicuous place at or near the entrance to the premises in accordance with the regulations (not required for an Occasional Licence); and
- (ii) a copy of an advertisement giving notice of the application published in a local newspaper within 7 days of the date of this form (not required if an application is for renewal or for an occasional licence).

SIGNED _____ DATE _____

PLEASE ENSURE THAT YOU HAVE READ THE REGULATIONS – FAILURE TO COMPLY WITH THE PROCEDURE COULD RESULT IN A LICENCE NOT BEING ISSUED.