

NOTICE OF APPLICATION TO VARY A CLUB PREMISES CERTIFICATE

(ENTER NAME OF APPLICANT)

HAS APPLIED TO BUCKINGHAMSHIRE COUNCIL TO PROVIDE
THE FOLLOWING QUALIFYING CLUB ACTIVITIES

AT

(ENTER ADDRESS OF PREMISES)

Interested parties or responsible authorities wishing to oppose the application must give notice in writing to: Licensing Services Manager, The Gateway, Gatehouse Road, Aylesbury, Bucks, HP19 8FF or licensing@aylesburyvaledc.gov.uk

by

(ENTER DATE 28 DAYS FROM DAY AFTER APPLICATION)

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE [£5000], UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

The record of this application may be inspected Monday to Friday (except Bank Holidays) at The Gateway, Gatehouse Road, Aylesbury, Bucks, HP19 8FF or on the worldwide web at www.aylesburyvaledc.gov.uk

This Notice must be completed on the day after which the application is made and must be exhibited on a conspicuous part of the premises where it can easily be seen and read by persons in the street even when the premises is closed. The notice must be kept exhibited for not less than 28 days.

Producing your own Public Notice

If you wish to produce your own public notice please follow the guidelines detailed below.

The person making the application shall advertise the application containing the appropriate information set out below.

- a) For a period of no less than 28 consecutive days starting on the day on which the application was given to the relevant licensing authority by displaying a notice,
 - i) Which is –
 - aa) of a size equal or larger than A4
 - bb) of a pale blue colour
 - cc) printed legibly in black ink or typed in black in a font of a size equal or larger than 16
 - ii) in all cases, prominently at or on the premises to which the application relates where it can be conveniently read from the exterior of the premises and in the case of a premises covering an area of more than 50 meters square, a further notice in the same form and subject to the same requirements every fifty meters along the external perimeter of the premises abutting any highway; and
- b) by publishing a notice –
 - i) in a local newspaper or, if there is none, in a local newsletter, circulated or similar document, circulating in the vicinity of the premises;
 - ii) on at least one occasion during the period of ten working days starting on the day after the day on which the application was given to the relevant licensing authority.

In the case of an application for a new premises licence or club premises certificate, the notice shall contain a statement of the relevant licensable activities or relevant qualifying club activities as the case may require which it is proposed will be carried on or from the premises.

In all cases the notice shall state –

- a) the name of the applicant;
- b) the postal address of the premises or club premises certificate, if any, or if there is no postal address for the premises or club premises a description of those premises sufficient to enable the location and extent of the premises to be identified;
- c) the postal address and, where applicable, the world wide web address where the register of the relevant licensing authority is kept and where and when the record of the application may be inspected;
- d) the date by which an interested party or responsible authority may make representations to the relevant licensing authority;
- e) that representations shall be made in writing; and
- f) that it is an offence knowingly or recklessly to make a false statement in connection with an application and the maximum fine for which a person is liable on summary conviction for the offence.

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