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Contact Details

E-mail

Telephone number

Other telephone number

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OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.

If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

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PROVISION OF PLAYS

Will you be providing plays?
 Yes No

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PROVISION OF FILMS

Will you be providing films?
 Yes No

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PROVISION OF INDOOR SPORTING EVENTS

Will you be providing indoor sporting events?

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Yes

No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will you be providing boxing or wrestling entertainments?

Yes

No

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PROVISION OF LIVE MUSIC

Will you be providing live music?

Yes

No

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PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

Yes

No

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PROVISION OF PERFORMANCES OF DANCE

Will you be providing performances of dance?

Yes

No

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PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes

No

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LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes

No

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SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes

No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the day of the week when you intend the premises to be used for the activity.

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TUESDAY

Start End

Start End

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Will the sale of alcohol be for consumption:

- On the premises Off the premises Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

These times are for the purposes of special events only; including Jubilees, Public Holidays, Christmas Eve & New Years Eve etc.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Normal hours for the sale of alcohol will be 12 noon to 21:00 Monday to Saturday and 12 noon to 20:00 on Sundays.

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State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name

First name

Family name

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number if known)

Issuing licensing authority if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

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ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

None - These premises are run as a Coffee Shop, serving light lunches and meals to which we would like to add the option to supply alcoholic beverages when required.

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OURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start 08:00

End

Start

End 23:00

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the day of the week when you intend the premises to be used for the activity.

TUESDAY

Start 08:00

End

Start

End 23:00

WEDNESDAY

Start 08:00

End

Start

End 23:00

THURSDAY

Start 08:00

End

Start

End 23:00

FRIDAY

Start 08:00

End

Start

End 23:00

SATURDAY

Start 08:00

End

Start

End 23:00

SUNDAY

Start 09:00

End

Start

End 21:00

State any seasonal variations

or example (but not exclusively) where the activity will occur on additional days during the summer months.

These times are for the purposes of special events only; including Jubilees, Public Holidays, Christmas Eve & New Years Eve etc.

Don't list non-standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

or example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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Normal hours for the sale of alcohol will be 12 noon to 21:00 Monday to Saturday and 12 noon to 20:00 on Sundays.

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LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

Regulate behaviour on the premises and when leaving. Proof of age. Refusal and incident book. Rubbish and litter awareness. Apply smoking regulations. Health and safety controls. Risk Assessment on premises that will be updated at least on an annual basis. Public safety. Comply with all statutory fire controls. Comply with COSH regulations. First Aid box and accident book. Complete Risk Assessments.

b) The prevention of crime and disorder

Lighting and locks. Make premises secure. Install registers away from customer access. On closing remove all money and leave the cash drawer open. Clear and accurate information regarding the alcohol content of drinks and the availability of all measures. Monitor consumption.

c) Public safety

Comply with all statutory fire controls. Adhere to five steps to Health & Safety Risk Assessment.

d) The prevention of public nuisance

Place notices at the entrances and exits to remind customers to leave the premises quietly. Monitor anti social behaviour.

e) The protection of children from harm

Monitoring observation of strong language, sexual expletives, serving alcohol to minors, no proof of identity and age no sale policy. Staff and Management vigilance.

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PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00