

Application for a premises licence to be granted under the Licensing Act 2003

Please read the following instructions first

Before completing this form please read the guidance notes at the end of the form. If you

ensui	re tha	at y	g this form by hand pleas our answers are inside the essary.					
You r	nay v	wisł	n to keep a copy of the cor	mpleted form	for	y	our records.	
apply orem appli	(Inserior (Inser	ert r a p de on t	bledore Ltd. ame(s) of applicant) remises licence under secribed in Part 1 below (or you as the relevant licesing Act 2003	the premise	s) a	ın	d I/we are ma	king this
Part 1	I – P	ren	nises details					
Post	tal ad	ddre	ess of premises or, if none	, ordnance s	urve	∋y	map referenc	e or description
Con The								
	-							
Post	t tow	/n	Grange-Over-Sa	nds ————			Postcode	LA11 7HH
Tele any)	-	ne n	umber at premises (if		ì		· ·	*** -
Non- prem			c rateable value of					
	e sta	te v	cant details hether you are applying f	or a premise:	s lic	er	nce as PI	ease tick as
a)	an	indi	vidual or indi v iduals *				please comp	lete section (A)
b)	a person other than an		on other than an individual	*				
	i	i as a limited company/limited liability partnership		✓		please comp	lete section (B)	
	ii		a partnership (other than bility)	limited			please comp	lete section (B)
	iii	_	an unincorporated associ	ation or			please comp	lete section (B)

please complete section (B)

other (for example a statutory

corporation)

c)	a recognised club	please complete section (B)
d)	a charity	please complete section (B)
e)	the proprietor of an educational establishment	please complete section (B)
f)	a health service body	please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales	please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England	please complete section (B)
h)	the chief officer of police of a police force in England and Wales	please complete section (B)

^{*} If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- · I am making the application pursuant to a
- statutory function or
- a function discharged by virtue of Her Majesty's prerogative

(A) individual applicants (fill in as applicable)

Mr	Mrs	Miss	N	Лs		Title (for ole, Rev)	
Surname				First na	mes		
Date of bir	th	I am 18	years o	ld or over	r	Please tick	yes
Nationality							
Current res address if d from premis address	ifferent						
Post town					P	ostcode	
Daytime co	ontact tele	ephone					
E-mail add (optional)	ress						
work check	ing service	demonstrating a e), the 'share co or information)	right t de' pro	o work vi ovided to	a the H the ap	Home Office oplicant by	e online right to that service

		V					
Second ind	ividual a	pplicant (if app	olicable)			
Mr	Mrs	Miss	N	Иs		ner Title r example, v)	
Surname				First na	ne	S	
Date of birt	h		I am 1	8 years ol	d	Ple	ase tick yes
Nationality							
Current resi address if d from premis address	fferent				1 444		
Post town						Postcode	
Daytime co	ntact tele	phone					
E-mail addı (optional)	ess						
work checki	ng service	emonstrating a e), the 'share co or information)					e online right to that service:
B) Other ap	plicants						
appropriate p	lease giventure (ot	and registered re any register her than a bod concerned.	red nur	nber. In t	he	case of a p	artnership or
Name Bumb	edore Ltd						
Address		ney Pot Cottage	es, Joss	s Lane, Se	db	ergh, LA10 5	5AS

Registered number (where applicable) 16527101							
Description of applicant (for example, partnership, company, unincorporated association etc.)							
Company							
Telephone number (if any)							
E-mail address (optional)							
Part 3 Operating Schedule							
When do you want the premises licence to start?	MM YYYY						
If you wish the licence to be valid only for a limited period, when do you want it to end?	MM YYYY						
Please give a general description of the premises (please read gu Domestic property used for the production of mead and bottling or	•						
This will be offered for sale via a website and not collected from the courier will be used.	ne premises but a						
If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.							
What licensable activities do you intend to carry on from the premis	ses?						
(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)							
Provision of regulated entertainment (please read guidance note 2)	Please tick all that apply						
a) plays (if ticking yes, fill in box A)							
b) films (if ticking yes, fill in box B)							
c) indoor sporting events (if ticking yes, fill in box C)							
d) boxing or wrestling entertainment (if ticking yes, fill in box D)							

e)	live music (if ticking yes, fill in box E)
f)	recorded music (if ticking yes, fill in box F)
g)	performances of dance (if ticking yes, fill in box G)
h)	anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

Provision o	f late night refreshment (if ticking yes, fill in	n box I)
Supply of a	Icohol (if ticking yes, fill in box J)	· ✓

In all cases complete boxes K, L and M

Α

	ard days s (please		Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors
guidar Pleas	nce note e give tir nour cloc	7) nings	·	Outdoors
Day	Start	Finis h	*	Both
Mon			Please give further details here (please read)	ad guidance note
Tue				
Wed			State any seasonal variations for perform (please read guidance note 5)	ing plays
Thur				
Fri			Non standard timings. Where you intend premises for the performance of plays at to those listed in the column on the left, p	different times
Sat			(please read guidance note 6)	
Sun				

В

Films Standard datimings (ple	ase read	Will the exhibition of films to indoors or outdoors or both tick (please read guidance not be indeed to be in	h – please	Indoors	
guidance no Please give in 24 hour	timings	1		Outdoors	
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events Stands timing guidar Please	r sportir s ard days s (please nce note e give tir hour cloo	and read 7) nings	Please give further details (please read guidance note 4)
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Tue			State any seasonal variations for indoor sporting events
Wed			(please read guidance note 5)
Thur			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to
Fri			those listed in the column on the left, please list (please read guidance note 6)
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read			s	Will the boxing or wrestling entertainment take place in outdoors or both – please t	doors or	Indoors	
timing guidar Pleas	timings (please read guidance note 7) Please give timings in 24 hour clock			read guidance note 3)	<u></u> (p.0000	Outdoors	
Day	Start		Finis h			Both	
Mon	Mon			Please give further details I	nere (please rea	id guidance n	ote
Tue							
Wed					State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)		
Thur							
Fri				Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left,			
Sat				please list (please read guida	ance note 6)		
Sun							

Ε

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors
Please	nce note e give tir nour cloc	nings		Outdoors
Day	Start	Finis h		Both
Mon			Please give further details here (please read)	ad guidance note
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Wed			State any seasonal variations for the perfemusic (please read guidance note 5)	ormance of live
Thur				
Fri			Non standard timings. Where you intend premises for the performance of live mus times to those listed in the column on the	ic at different
Sat			(please read guidance note 6)	
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F

Recorded music Standard days and timings (please read			Will the playing of recorded place indoors or outdoors please tick (please read guid	Indoors		
guidance note 7) Please give timings in 24 hour clock					Outdoors	
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Thur						
Fri			Non standard timings. Whe premises for the playing of times to those listed in the	recorded musi column on the	c at different	
Sat			(please read guidance note 6)		
Sun						

Performances of dance Standard days and			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors		
timings (please read guidance note 7) Please give timings in 24 hour clock			<u>prodo iron</u> (prodo rodu galidario rioto o)	Outdoors		
Day	Start	Finis h		Both		
Mon			Please give further details here (please read)	ad guidance note		
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Wed			State any seasonal variations for the performance of dance (please read guidance note 5)			
Thur						
Fri			Non standard timings. Where you intend premises for the performance of dance at to those listed in the column on the left, p	different times		
Sat			(please read guidance note 6)			
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Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7) Please give timings in 24 hour clock			Please give a description of the type of ente be providing	rtainment you will		
Day	Finis		Will this entertainment take place indoors or outdoors or both – please	Indoors		
Mon			tick (please read guidance note 3)	Outdoors		
			,	Both		
Tue		Please give further details here (please read guidance n 4)				
Wed						
Thur			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)			
Fri						
Sat			Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 6)			
Sun						

i

Late night refreshment Standard days and			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please	Indoors		
timings (please read guidance note 7) Please give timings in 24 hour clock			read guidance note 3)	Outdoors		
Day	Start	Finis h		Both		
Mon			Please give further details here (please read)	ad guidance note		
Tue						
Wed			State any seasonal variations for the provision of late night refreshment (please read guidance note 5)			
Thur			s.			
Fri			Non standard timings. Where you intend premises for the provision of late night redifferent times, to those listed in the column	freshment at		
Sat			please list (please read guidance note 6)			
Sun						

J

Supply of alcohol Standard days and timings (please read guidance note 7) Please give timings in 24 hour clock Day Start Finish Will the supply of alcohol be for consumption – please tick (please read guidance note 8) On the premises Off the premises	√ phol
guidance note 7) Please give timings in 24 hour clock Day Start Finish Off the premises Both	√ phol
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	hol
Mon State any seasonal variations for the supply of alco	
10.00 (please read guidance note 5)	
18.00 NONE	
Tue	
10.00	
18.00	
Wed 10 00	
10.00	
18.00	
Thur 10.00 Non standard timings. Where you intend to use the premises for the supply of alcohol at different time	
18.00 those listed in the column on the left, please list (please read guidance note 6)	<u>, 10</u>
Fri 10.00	
18.00	
Sat	
10.00	
18.00	
Sun 10.00	
18.00	

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	John Singleton						
Date of bir	Date of birth						
Address							
	į.						
Postcode	<u> </u>						

			ess Council
K			
enterta	ainment	or matte	ers ancillary to the use of the premises that may give rise of children (please read guidance note 9).
L			
open t Standa timings guidan Please	premise to the pu and days s (please ice note e give tir nour cloc	ablic and read 7) mings	State any seasonal variations (please read guidance note 5)
Day	Start	Finis	

h

Mon

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Sun

M

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

a) General – all four licensing objectives (b, c, d and e) (please read guidance note

Although we do not operate a public bar or offer on site consumption or purchase of alcohol. We have ensured the following:

- Personal Licence holder on the premises at all times
- Designated Premises Supervisor nominated;
- Adherence to 4 objectives as below

b) The prevention of crime and disorder

CCTV

- 1a A digital colour, cctv system is installed to cover the premises and recorded coverage will include all internal and external areas to where people have access to the building.
- b. It will be maintained, working and recording at all times when the premises are open.
- c. The recordings should be of good evidential quality to be produced in Court or other such hearing and of sufficient quality to permit the facial identification of all individuals entering the premises.
- d. Copies of the recordings will be kept available for any Responsible Authority for 28 days Subject to Data Protection requirements.
- e. Copies of the recordings shall be made available to any Responsible Authority within 48 hours upon request Subject to Data Protection requirements.
- f. Copies of the recordings will display the correct time and date of the recording.

Staff Training

2. Documented staff training will be given to all staff at commencement of their employment regarding staff's obligation under the Licensing Act in respect of the:-

Retail sale of alcohol

Age verification policy

Conditions attached to the Premises License

Permitted Licensable activities

The Licensing objectives and

The Opening Times of the venue.

- 3. With such training (condition 2) documented records shall be kept for a minimum of one year and will be made available immediately upon a reasonable request from any Responsible Authority. Documented training shall be refreshed at intervals no greater than 12 month intervals.
- 4. A Refusals Register and Incident Report Register will be kept. Such documents will record incidents of staff refusals of alcohol sales to under-age people (should not apply to drunk people as no sales face to face) but will include any incidents of any anti-social behaviour and people trying to gain access to the premises.

5. Both Refusals and Incident Report registers shall be kept for at least 1 year and they will be made available immediately upon a reasonable request from any Responsible Authority. [For the avoidance of doubt, the one-year period relates to each respective entry in the log book and runs from the date of that particular entry]:

The premises will ensure the provision of security at the premises is appropriate to ensure the safe control of the premises and shall review this on a regular basis

c) Public safety

The licence holder or people authorised by them will check the premises before it opens to ensure there are no risks and that all safety precautions are in place.

The licence holder will ensure that all staff receive appropriate training about emergency and general safety precautions and procedures.

The licence holder will ensure that all staff are aware of their social and legal obligations and their responsibilities regarding the sale of alcohol.

All bottles and glasses and rubbish removed from public areas on a regular and frequent basis.

The fire safety measures provided on the premises maintained in good working order, and their adequacy will be determined on a regular basis, by the carrying out of a fire risk assessment as required by, and in accordance with the Regulatory Reform (Fire Safety) Order 2005.

An adequate and appropriate supply of first aid equipment and materials available on the premises.

We will minimise public access during production and manage risks on site.

d) The prevention of public nuisance

Alcoholic drinks purchased will only be taken off the premises in sealed containers.

Open containers of alcohol shall not be removed from the premises.

No noise shall emanate from the premises nor vibration be transmitted through the structure of the premises that gives rise to a nuisance.

e) The protection of children from harm

Our Commitment to On-Line Sales and Delivery of Alcohol

- We ensure our website clearly states that customers must be 18 years or older and will need to provide valid ID upon delivery.
- We only deliver alcohol to recognised commercial or residential addresses we do not deliver to highways or public open spaces.
- All our deliveries are made through reputable courier or parcel delivery services.
- 4. We have implemented an auditable system that verifies only customers aged 18 or over can purchase alcohol via our online portal. We keep records of all purchases for at least 12 months and provide them for inspection if requested by responsible authorities, in line with the Licensing Act 2003.
- 5. All alcohol we sell for consumption off premises is supplied in sealed containers only, and is not for consumption on site.
- When our couriers believe a recipient appears under 25 years old, they will withhold delivery until the customer provides valid proof of age showing they are over 18.
- We accept the following forms of ID for age verification: current Passport, photo card Driving Licence, Military ID card, or identification carrying the PASS logo. Until newer ID verification technologies are adopted, these remain our standard.

Purchase

Prior to purchasing alcohol online, the purchaser is required to confirm that they are aged 18 years or over. The website contains a statement to the effect that the company will not deliver alcohol to any person until it has been verified that the person is over 18 years of age.

The general methods of payment are by PayPal, credit card, or other similar payment methods that require the user to be aged 18 years or over to obtain and use.

Although payment for alcohol products can be made in various ways, it will only be accepted at the time the order is placed or at the time the order is delivered and received by the purchaser.

An invoice must be produced for every order of any alcoholic product purchased under the terms of this premises licence. The invoice must at a minimum contain the following information:

- (a) Personal details of the person or company placing the order, including the name, telephone number, and full postal address where the order will be delivered.
- (b) The quantity, description, and price of the alcohol products ordered.
- (c) The date and time the order took place.
- (d) How the invoice total will be paid—either by credit or debit card with the order or by cash payment on delivery.
- (e) The date and time the ordered goods were delivered from the licensed premises.
- (f) The name of the delivery driver recorded on the company's copy.

Copies of all invoices shall be retained by the company or licence holder and will be available for inspection by a Police Officer or authorised officer when reasonably requested. These invoices will be kept for a minimum of 12 months.

Delivery

Deliveries from the licensed premises will only be made by the premises licence holder or drivers employed and/or authorised by the premises licence holder. Taxi companies will not be authorised to make deliveries.

No person under the age of 18 will be employed by the premises licence holder as a driver involved in the operation of this business or responsible for the delivery of alcohol products from the licensed premises.

When alcohol purchases are delivered by or on behalf of the premises licence holder, the premises licence holder ensures that the courier operates a Challenge 25 scheme. If the courier believes the recipient is under 25 years of age, delivery will not take place until the courier has established that the person receiving the alcohol is over 18 years old. Confirmation will be by production of photographic ID. The only acceptable forms of ID are a valid passport, photographic driver's licence, or ID card containing the PASS hologram.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.

I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
 I understand that I must now advertise my application.
 I understand that if I do not comply with the above requirements my application will be rejected.
 [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).

It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Declaration	 [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). 		
I	The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)		
Signature			
Date	18/07/205		
Capacity	Director		

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature							
Date							
Capacity							
		(where not pre n this applicatio					respondence
Post town						Postcode	
Telephone r	un	nber (if any)					
If you would	pre	efer us to corre	spond with y	ou by e-ma	il, yc	our e-mail ad	ldress (optional)

Notes for Guidance

- Describe 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.
- 2. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco+Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling

with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.

- Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:

- any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
- any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
- o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
- 3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
- 4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
- 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
- 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
- 7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
- 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
- 9. Please 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 or the presence of gaming machines.
- 10. Please list here steps you will take to promote all four licensing objectives together.
- 11. The application form must be signed.
- 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
- 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
- 14. This is the address which we shall use to correspond with you about this application.
- 15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:
- A licence may not be issued to an individual or an individual in a partnership which is not a limited liability partnership who is resident in the UK who:
 - does not have the right to live and work in the UK; or
 - is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any lidence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have the right to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

They do this in one of two ways:

- by providing with this application, copies or scanned copies of the documents which an applicant has provided, to demonstrate their entitlement to work in the UK (which do not need to be certified) as per information published on gov.uk and in guidance.
- 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Home Office online right to work checking service.

As an alternative to providing a copy of original documents, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their share code (provided to them upon accessing the service at https://www.gov.uk/prove-right-to-work) which, along with the applicant's date of birth, will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be shared digitally. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copies of documents as set out above.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

