

**The Licensing (Scotland) Act 2005
The Premises Licence (Scotland)
Regulations 2007**

**Application for PREMISES
Licence/PROVISIONAL Premises
Licence**

For Office Use Only	
Enclosures	
IDOX No.	
Amount Paid	
Copy to Consultees	
Granted Refused	

Premises Licence

Provisional

If you are completing the form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written or typed in black ink. Use additional sheets, if necessary.

You may wish to keep a copy of the completed form for your records.

Question 1 – PREMISES INFORMATION [Section 20(1)]

1(a). Name, address and postcode of PREMISES to be licensed.	
Name:	
Premises Address:	
Postcode:	

1(b). Description of PREMISES to be licensed.	

Applications should provide Boards with a clear indication of the type of operation that will be undertaken on the licensed premises (e.g. whether the premises will be run as a pub, off sales, nightclub, mixed use premises, hotel or restaurant etc.)

Question 2 –APPLICANT DETAILS

Note: You are only required to answer either 2a OR 2b.

2(a).	Where applicant is an INDIVIDUAL, provide full name, home address including postcode and date and place of birth.
Name:	
Address:	
Postcode:	
Date & place of birth:	

2(b).	If the applicant is either a PARTNERSHIP, COMPANY, CLUB or OTHER BODY please provide the relevant information below.
Name:	
Address:	
Postcode:	

If the applicant is a COMPANY, please provide the company registration number.

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Question 3 – CONNECTED PERSONS is defined in section 147(3) of the Licensing (Scotland) Act 2005 which

- (a) in the case of a partnership, is a partner
- (b) in the case of a company
 - (i) is a director or
 - (ii) has control of the company
- (c) in the case of a club, is an office bearer of that club
- (d) in any other case, is concerned in the management or control of the body

3.	Please provide the names, home addresses and DATES and PLACES of BIRTH of connected persons*. (please continue on a separate sheet if required)
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Question 4 – PREVIOUS APPLICATIONS

4.	Has the applicant been REFUSED a PREMISES licence under section 23 of the Licensing (Scotland) Act 2005 in respect of the same premises. YES/NO* *If YES – provide full details.

Question 5 – PREVIOUS CONVICTIONS

5.	Has the applicant or any connected person ever been convicted of a relevant or foreign offence. YES/NO* *If YES – provide full details

For the purposes of this Act, a conviction for a relevant offence or foreign offence is to be disregarded if it is spent for the purpose of the Rehabilitation of Offenders Act 1974. However in addition to any convictions held by the applicant at the time of application, applicants should also familiarise themselves with the contents of section 24(1) of the Licensing (Scotland) Act 2005 in respect of any convictions for relevant or foreign offences which they may receive during the period beginning with the making of the premises licence application and ending with determination of the application.

http://www.legislation.gov.uk/legislation/Scotland/ssi2007/ssi_20070513_en.pdf

Name and position (if applicable)	Date of conviction or sentence	Court	Offence	Penalty

6	To be completed by MEMBERS' clubs only
<p>Do the club's constitution and rules conform to the requirements of regulation 2 of the Licensing (Clubs) (Scotland) Regulations 2007?</p> <p>*Delete as appropriate</p>	<p>YES/NO</p>

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT	
<p>If signing on behalf of the applicant please state to what capacity.</p> <p>The contents of this Application are true to the best of my knowledge and belief.</p>	
Signature	Date
<p>Capacity of signatory APPLICANT/AGENT (delete as appropriate)</p>	
Telephone:	
Email:	

I have enclosed the relevant documents with this application – please tick the relevant boxes	
Operating plan	
SEVEN Layout plans	
Planning certificate (Section 50)	
Building Standards certificate (Section 50)	
Food Hygiene Certificate (Section 50)	

Data Protection Act 1998

The information on this form may be held on an electronic public register which may be available to members of the public on request.

If you would like to know how Midlothian Licensing Board collects, uses and shares your personal information, please visit Midlothian Council's website www.midlothian.gov.uk/privacy to access our online Privacy Notice.

OPERATING PLAN

Licensing (Scotland) Act 2005, section 20(2)(b)(i)
The Premises Licensing (Scotland) Regulations 2007 Schedule 5 Regulation 6

Question 1 – ALCOHOL SALES

1.	Statement regarding alcohol being sold on premises/Off Premises or both	
1(a)	Will alcohol be sold for consumption solely ON the premises?	
1(b)	Will alcohol be sold for consumption OFF the premises?	
1(c)	Will alcohol be sold for consumption both ON and OFF the premises?	

Question 2 – CORE Times of Alcohol Sales

2(a).	Statement of CORE times when alcohol will be sold for consumption <u>ON</u> premises		
Day	ON Consumption		
	Operating time	Terminal hour	
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

2(b).	Statement of CORE times when alcohol will be sold for consumption <u>OFF</u> premises		
Day	OFF Consumption		
	Operating time	Terminal hour	
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

Question 3 – Seasonal Variations

3.	Does the applicant intend to operate according to seasonal demand? YES/NO* *If YES – provide full details	

Question 4 - Activities

4.		Please indicate the other ACTIVITIES or SERVICES that will be provided on the premises in addition to supply of alcohol		
<u>COLUMN 1</u>		<u>COLUMN 2</u>	<u>COLUMN 3</u>	<u>COLUMN 4</u>
		Please confirm	To be provided during core licensed hours – please confirm	Where activities are also to be provided outwith core licensed hours – please confirm
(a).	Activity	YES/NO	YES/NO	YES/NO
Accommodation			N/A	N/A
Conference facilities				
Restaurant facilities				
Bar Meals				

		Please confirm	To be provided during core licensed hours – please confirm	Where activities are also to be provided outwith core licensed hours – please confirm
(b).	Activity Social functions including:	YES/NO	YES/NO	YES/NO
Receptions Including weddings, funerals, birthdays, retirements etc				
Club or other group meetings etc				

		Please confirm	To be provided during core licensed hours – please confirm	Where activities are also to be provided outwith core licensed hours – please confirm
(c).	Activity Entertainment including	YES/NO	YES/NO	YES/NO
Recorded music - see 4(g)				
Live performances – see 4(g)				
Dance facilities				
Theatre				
Films				
Gaming				
Indoor/Outdoor sports				
Televised sport				

		Please confirm	To be provided during core licensed hours – please confirm	Where activities are also to be provided outwith core licensed hours – please confirm
(d).	Activity	YES/NO	YES/NO	YES/NO
Outdoor drinking facilities				
		Please confirm	To be provided during core licensed hours – please confirm	Where activities are also to be provided outwith core licensed hours – please confirm
(e).	Activity	YES/NO	YES/NO	YES/NO
Adult entertainment				

Where you have answered **YES** in respect of any entry in column 4, please provide further details below.

(f).	ANY other ACTIVITIES If you propose to provide any activities other than those listed in 4(a) – (e) please provide details or further information in the box below.

(g).	Late night premises opening after 1.00am	
	Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?	
	When fully occupied are there likely to be more customers standing than seated?	

Question 5 – CHILDREN and YOUNG PERSONS

5(a).	On Sales ONLY	
	When alcohol is being sold for consumption on the premises will children or young persons be allowed entry?	

(b).	Where the answer to 5(a) is YES provide statement of the TERMS under which they will be allowed entry?	

(c).	Provide statement regarding the AGES of children or young persons to be allowed entry.	

(d).	Provide statement regarding the TIMES during which children and young persons will be allowed entry.	

(e).	Provide statement regarding the PARTS of the premises to which children and young persons will be allowed entry.	

Question 6 – Capacity of Premises

6.	What is the proposed CAPACITY of the premises to which this application relates?	

Question 7 – Premises MANAGER Details

7 (a).	Premises Manager (NOTE: not required where application is for grant of provisional premises licence)
Name:	
Address:	
Postcode:	
Date of birth:	
Email:	

(b).	Personal Licence	
Date of Issue	Name of Licensing Board Issuing	Reference no. of personal licence

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT	
If signing on behalf of the applicant please state to what capacity.	
The contents of this Application are true to the best of my knowledge and belief.	
Signature	Date
Capacity of signatory	APPLICANT/AGENT (delete as appropriate)
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COMMUNICATING CLEARLY

We are happy to translate on request and provide information and publications in other formats, including Braille, tape or large print.

如有需要我們樂意提供翻譯本，和其他版本的資訊與刊物，包括盲人點字、錄音帶或大字體。

Zapewnimy tłumaczenie na żądanie oraz dostarczymy informacje i publikacje w innych formatach, w tym Braillem, na kasecie magnetofonowej lub dużym drukiem.

ਅਸੀਂ ਮੰਗ ਕਰਨ ਤੇ ਖੁਸ਼ੀ ਨਾਲ ਅਨੁਵਾਦ ਅਤੇ ਜਾਣਕਾਰੀ ਤੇ ਹੋਰ ਰੂਪਾਂ ਵਿੱਚ ਪ੍ਰਕਾਸ਼ਨ ਪ੍ਰਦਾਨ ਕਰਾਂਗੇ, ਜਿਨ੍ਹਾਂ ਵਿੱਚ ਬਰੇਲ, ਟੇਪ ਜਾਂ ਵੱਡੀ ਛਪਾਈ ਸ਼ਾਮਲ ਹਨ।

Körler için kabartma yazılar, kaset ve büyük nüshalar da dahil olmak üzere, istenilen bilgileri sağlamak ve tercüme etmekten memnuniyet duyarız.

اگر آپ چاہیں تو ہم خوشی سے آپ کو ترجمہ فراہم کر سکتے ہیں اور معلومات اور دستاویزات دیگر شکلوں میں مثلاً بریل (ناہینا افراد کے لیے) بھرے ہوئے حروف کی لکھائی) میں، ٹیپ پر یا بڑے حروف کی لکھائی میں فراہم کر سکتے ہیں۔

Contact 0131 270 7500 or email: enquiries@midlothian.gov.uk