

Lancaster Application for a premises licence **Licensing Act 2003**

For help contact licensing@lancaster.gov.uk Telephone: 01524 582033

* required information

Form 6	errors
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Some	data entered into this form is invalid. Please re	esolve before continuing.			
Section 1 of 21					
You can save the form at any t	ime and resume it later. You do not need to be	logged in when you resume.			
System reference	Not Currently In Use	This is the unique reference for this application generated by the system.			
Your reference	MONO-LOCO-2025	You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.			
Are you an agent acting on be O Yes • N		Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.			
Applicant Details					
* First name					
* Family name					
* E-mail					
Main telephone number		Include country code.			
Other telephone number					
☐ Indicate here if you wou	ld prefer not to be contacted by telephone				
Are you:					
Applying as a business of	or organisation, including as a sole trader	A sole trader is a business owned by one			
 Applying as an individual 	al	person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.			
Applicant Business					
Is your business registered in the UK with Companies House?	Yes No	Note: completing the Applicant Business section is optional in this form.			
Registration number	16379446				
Business name	The Cocktail Expereince Ltd	If your business is registered, use its registered name.			
VAT number	None	Put "none" if you are not registered for VAT.			

Continued from previous page			
Legal status	Private Limited Company		
Your position in the business	Director		
Home country	United Kingdom	The country where the headquarters of you business is located.	
Registered Address		Address registered with Companies House.	
Building number or name	Hoad House		
Street	6 New Market Street		
District	Cumbria		
City or town	Ulverston		
County or administrative area	Cumbria		
Postcode	LA12 7LN		
Country	United Kingdom		
Section 2 of 21			
PREMISES DETAILS			
	ply for a premises licence under section 17 of the premises) and I/we are making this applicatiof the Licensing Act 2003.		
Premises Address			
Are you able to provide a post	al address, OS map reference or description of t	he premises?	
AddressOS ma	p reference		
Postal Address Of Premises			
Building number or name	52		
Street	Market Street		
District	Lancashire		
City or town	Lancaster		
County or administrative area	Lancaster		
Postcode	LA1 1HS		
Country	United Kingdom		
Further Details			
Telephone number			

Non-domestic rateable value of premises (£) 22,500	
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PPLICATION DETAILS	
n what capacity are you applying for the premises licence?	
An individual or individuals	
A limited company / limited liability partnership	
A partnership (other than limited liability)	
An unincorporated association	
Other (for example a statutory corporation)	
☐ A recognised club	
☐ A charity	
☐ The proprietor of an educational establishment	
☐ A health service body	
A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales	
A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England	
☐ The chief officer of police of a police force in England and Wales	
Confirm The Following	
I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities	
☐ I am making the application pursuant to a statutory function	
I am making the application pursuant to a function discharged by virtue of His Majesty's prerogative	
ection 4 of 21	
ION INDIVIDUAL APPLICANTS	
Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.	
Non Individual Applicant's Name	
Name MONO LOCO	
Details	

Continued from previous page		
Registered number (where applicable)	16379446	
Description of applicant (for ex	cample partnership, company, unincorporated	association etc)
Private Limited Company		
Address		
Building number or name	52	
Street	Market Street	
District		
City or town	Lancaster	
County or administrative area	Lancashire	
Postcode	LA1 1HS	
Country	United Kingdom	
Contact Details		_
E-mail		
Telephone number		
Other telephone number		
* Date of birth		
* Nationality		Documents that demonstrate entitlement to work in the UK
	Add another applicant	
Section 5 of 21		
OPERATING SCHEDULE		
When do you want the premises licence to start?	01 / 07 / 2025 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	of the premises	
licensing objectives. Where yo	ses, its general situation and layout and any ot ur application includes off-supplies of alcohol a plies you must include a description of where t	

premises.

Continued from previous page	•••		
craft cocktails. The premises site with limited off-sales (sea	featu aled	ures a main ba PET cans). No	n the city centre, specialising in theatrical molecular mixology and sustainable ar, booth and high table seating, and accessible facilities. Alcohol is served onexternal areas are licensed. The venue will cater to a diverse audience with z nights, and hospitality training workshops.
If 5,000 or more people are expected to attend the premises at any one time, state the number expected tattend	o [
Section 6 of 21			
PROVISION OF PLAYS			
See guidance on regulated e	nter	tainment	
Will you be providing plays?			
○ Yes	•	No	
Section 7 of 21			
PROVISION OF FILMS			
See guidance on regulated e	nter	tainment	
Will you be providing films?			
○ Yes	•	No	
Section 8 of 21			
PROVISION OF INDOOR SPO	ORTI	NG EVENTS	
See guidance on regulated e	nter	tainment	
Will you be providing indoor	spo	rting events?	
○ Yes	•	No	
Section 9 of 21			
PROVISION OF BOXING OR	WRE	STLING ENT	ERTAINMENTS
See guidance on regulated e	nter	tainment	
Will you be providing boxing	g or v	vrestling ente	ertainments?
○ Yes	•	No	
Section 10 of 21			
PROVISION OF LIVE MUSIC			
See guidance on regulated e	nter	tainment	
Will you be providing live mu	usic?		
Yes	C	No	
Standard Days And Timing	S		
MONDAY			
Stai	t 1	0:00	Give timings in 24 hour clock. End 23:00 (e.g., 16:00) and only give details for the days
]	_		of the week when you intend the premises End to be used for the activity

Continued from previous p	page		
TUESDAY			
	Start 10:00	End 23:00	
	Start	End	
WEDNESDAY			
	Start 10:00	End 23:00	
	Start	End	
THURSDAY			
	Start 10:00	End 23:00	
	Start	End	
FRIDAY			
	Start 10:00	End 02:00	
	Start	End	
SATURDAY			•
	Start 10:00	End 02:00	
	Start	End	
SUNDAY			1
	Start 10:00	End 23:00	
	Start	End	
Will the performance of	live music take place indoors or out	tdoors or both?	Where taking place in a building or other
Indoors	Outdoors	Both	structure tick as appropriate. Indoors may include a tent.
State type of activity to I	be authorised, if not already stated,	and give relevant f	urther details, for example (but not
,	not music will be amplified or unam	<u> </u>	
	ied live music performances includir for a cocktail-led venue. All music wi		
State any seasonal varia	itions for the performance of live mu	usic	
For example (but not ex	cclusively) where the activity will occ	cur on additional da	ays during the summer months.
1	d on additional days during seasona s' Week, bank holiday Sundays and c		ncluding but not limited to Christmas, New ys.
Non-standard timings. V	Where the premises will be used for	the performance o	f live music 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.

On New Year's Eve, live music may continue past midnight into the early hours of New Year's Day in line with extended trading hours. The premises may also host live music later than usual on special occasions such as Christmas Eve, bank holidays, or for one-off themed events, subject to prior notification and any required Temporary Event Notice (TEN).

Section 11 of 21				
PROVISION OF RECORDED	MUSIC			
See guidance on regulated	entertainment			
Will you be providing record	ded music?			
Yes	○ No			
Standard Days And Timing	gs .			
MONDAY				Give timings in 24 hour clock.
Sta	rt 10:00	End	23:00	(e.g., 16:00) and only give details for the days
Sta	rt	End		of the week when you intend the premises to be used for the activity.
TUESDAY				,
Sta	rt 10:00	End	23:00	
Sta		End		
WEDNESDAY				
WEDNESDAT Sta	rt 10:00	End	23:00	
			25:00	
Sta	rt [End		
THURSDAY				
Sta	rt 10:00	End	23:00	
Sta	rt	End		
FRIDAY				
Sta	rt 10:00	End	02:00	
Sta	rt	End		
SATURDAY				
Sta	rt 10:00	End	02:00	
Sta	rt	End		
SUNDAY				
Sta	rt 10:00	End	23:00	
			25.00	
Sta		End	au bath 2	Where taking place in a building or other
Will the playing of recorded				structure tick as appropriate. Indoors may
Indoors	Outdoo	ors O Both		include a tent.

Continued from previous page	
State 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.	
Amplified recorded music including background tracks, DJ sets, and audio for events. All music will take place indoors a be managed through a controlled sound system.	ind
State any seasonal variations for playing recorded music	
For example (but not exclusively) where the activity will occur on additional days during the summer months.	
Recorded music may also be played on additional days during seasonal periods including Christmas, New Year, univers Freshers' Week, bank holiday Sundays and other public holidays.	ity
Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those in the column on the left, list below	listed
For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.	
On New Year's Eve, recorded music may continue into the early hours of New Year's Day in line with extended trading hours. Music may also be played later than usual on special occasions such as Christmas Eve, bank holidays, or one-off themed events, subject to Temporary Event Notices where applicable.	
Section 12 of 21	
PROVISION OF PERFORMANCES OF DANCE	
See guidance on regulated entertainment	
Will you be providing performances of dance?	
○ Yes	
Section 13 of 21	
PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES O DANCE	F
See guidance on regulated entertainment	
Will you be providing anything similar to live music, recorded music or performances of dance?	
○ Yes	
Section 14 of 21	
LATE NIGHT REFRESHMENT	
Will you be providing late night refreshment?	
○ Yes	
Section 15 of 21	
SUPPLY OF ALCOHOL	
Will you be selling or supplying alcohol?	
Standard Days And Timings	

Continued from previous pa	200		
-	ige		
MONDAY			Give timings in 24 hour clock.
S	Start 10:00	End 23:00	(e.g., 16:00) and only give details for the days
S	Start	End	of the week when you intend the premises to be used for the activity.
TUESDAY			
S	Start 10:00	End 23:00	
S	Start	End	
WEDNESDAY			•
	Start 10:00	End 23:00	
	Start Start	End	
	, tart	Life	I
THURSDAY			
	Start 10:00	End 23:00	
S	Start	End	
FRIDAY			
S	Start 10:00	End 02:00	
S	Start	End	
SATURDAY			
S	Start 10:00	End 02:00	
S	Start Start	End	
SUNDAY			
	Start 10:00	End 23:00	
	Start Start	End	
		Eliu	If the sale of alcohol is for consumption on
Will the sale of alcohol be	·	D .1	the premises select on, if the sale of alcohol
On the premises	Off the premises	Both	is for consumption away from the premises select off. If the sale of alcohol is for
			consumption on the premises and away
S			from the premises select both.
State any seasonal variation			
For example (but not excl	usively) where the activity will occ	ur on additional da	ays during the summer months.
Non-standard timings. Wh	nere the premises will be used for t	he supply of alcoh	ol at different times from those listed in the

column on the left, list below

Continued from previous page		
For example (but not exclusivel	y), where you wish the activity to go on longer	on a particular day e.g. Christmas Eve.
Bank Holiday Sundays - 10:00 - (New Years Eve - 10:00 - 02:00 Christmas Eve - 10:00 - 02:00)2:00	
State the name and details of the licence as premises supervisor	ne individual whom you wish to specify on the	
Name		
First name		
Family name		
Date of birth		
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 PREM	MISES SUPERVISOR CONSENT	
How will the consent form of the be supplied to the authority?	e proposed designated premises supervisor	
	oosed designated premises supervisor	
 As an attachment to this a 	pplication	
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'.
Section 16 of 21		
ADULT ENTERTAINMENT		

Continued from previous page... 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. No adult entertainment or services of concern will take place at the premises. Section 17 of 21 **HOURS PREMISES ARE OPEN TO THE PUBLIC Standard Days And Timings MONDAY** Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days Start | 09:00 23:00 End of the week when you intend the premises Start End to be used for the activity. **TUESDAY** Start | 09:00 End 23:00 Start End WEDNESDAY Start | 09:00 End 23:00 Start End **THURSDAY** Start | 09:00 End 23:00 End Start **FRIDAY** Start 09:00 02:00 End Start End **SATURDAY** Start | 09:00 02:00 End Start End **SUNDAY** Start | 09:00 23:00 End Start End State any seasonal variations

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

Continued from previous page					

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

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

Bank Holiday Sundays - 09:00 - 02:00 New Years Eve - 09:00 - 02:00 Christmas Eve - 09:00 - 02:00

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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.

- The premises will operate in a responsible, professional, and community-conscious manner. Staff will be fully trained in all licensing objectives and uphold high standards of conduct, cleanliness, safety, and supervision. Policies will be regularly reviewed to ensure ongoing compliance with legal duties and promote a safe and welcoming environment.
- All staff who are involved in the sale of alcohol shall be trained to operate in accordance with the licensing laws. A written record of the training shall be maintained and shall be available for inspection by an authorised officer, on request.
- An incident book shall be kept on the premises to record refusals to serve alcohol, age related incidents and anything else that may undermine the licensing objectives. The incident book shall be available for inspection by an authorised officer on request.
- b) The prevention of crime and disorder
- CCTV covering internal and external areas will be in operation at all times whilst the premises is open.
- CCTV: The CCTV system shall be installed internally and externally at the premises and shall meet the following criteria:
- The recording shall include the time and date it was made;
- The system shall record activities whenever the premises is open to the public;
- Recordings shall be retained for at least 30 days after they are made. They shall be made available to an authorised officer on reasonable request, as long as such request complies with data protection laws.
- The minimum personal data recorded by the system shall be an image of the head and shoulders of any person entering the premises by the main entrance;
- 'CCTV In Use' signs shall be displayed in conspicuous positions.
- A 'Challenge 25' policy shall be adopted and enforced at the premises.
- SIA-licensed door staff will be employed from at least 20:00 on Fridays and Saturdays, and at other times when a risk assessment deems necessary.
- Staff will be trained in conflict resolution, drug awareness, and age verification.
- Any queue to enter the premises must be supervised at all times by door supervisors.

• All door supervisors, and other persons engaged at the premises, for the purpose of supervising or controlling queues or customers, must wear [high visibility jackets or vests or armbands].

c) Public safety

- A comprehensive fire risk assessment will be maintained and reviewed.
- Capacity will be monitored based on fire risk assessment and not exceeded.
- All staff will receive training in fire evacuation, first aid response, and health and safety procedures.
- Occupancy levels will be monitored, and emergency exits will be kept unobstructed and well-lit.
- Regular safety checks will be conducted on equipment, lighting, and any special effects (e.g. specialist lighting / effects).
- Clear protocols will be in place for reporting and responding to hazards or incidents.
- d) The prevention of public nuisance
- Doors and windows will remain closed during regulated entertainment, except for access and egress.
- A secondary door will be installed as well as acoustic materials in order to minimise all noise from the premises.
- A noise limiter will be used where necessary and volume monitored throughout the evening.
- The movement of bins and rubbish outside the premises will be kept to a minimum after 11pm.
- All doors and windows shall be closed (except for access and egress) after 23:00 when regulated entertainment is provided.
- Where SIA registered door supervisors are used at the premises, a record must be kept of their SIA registration number and the dates and times when they are on duty.
- The dispersal of customers from the premises must be managed in accordance with the following:
- a) Clear and legible notices must be prominently displayed at all exits requesting customers to respect local residents and leave the area quietly.
 - b) Public announcements requesting customers to leave guietly to minimise disturbance to nearby residents.
- c) A 30-minute period prior to closure time where music volume is reduced, lighting increased, and the sale of alcohol is phased out.
- The licence holder or his representative shall conduct regular assessments of the noise coming from the premises on every occasion the premises are used for regulated entertainment and shall take steps to reduce the level of noise where it is likely to cause a disturbance to local residents. A written record shall be made of those assessments in a logbook kept for that purpose and shall include, the time and date of the checks, the person making them and the results including any remedial action.
- A decibel meter will be used to monitor noise levels outside of the premises during the evenings and late nights. The details will be logged in the incident logbook.
- e) The protection of children from harm
- A 'Challenge 25' policy shall be adopted and enforced at the premises.
- All staff will be trained in age verification. Refresher training every 6 months.
- Children under 16 must be accompanied by an adult and not allowed on site after 19:00 (except for a private function when accompanied by a responsible adult).

• Proof of identity and age shall only be accepted if supported by the production of either; Valid passport; UK photo card driving licence; Official ID card issued by HM Forces, or EU, bearing a photograph and date of birth of the holder; Any other form of identification that is agreed with Lancashire Constabulary.

• All staff involved in the sale of alcohol shall be trained in relation to the 'Challenge 25' policy upon commencement of their employment. Refresher training shall be undertaken at intervals thereafter. The training shall be recorded; the record shall be made available to an authorised officer on reasonable request.

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NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a 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 premises licence 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 an entitlement 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: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 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).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is A British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the
 holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their
 stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland when produced in
 combination with an official document giving the person's permanent National Insurance number and their
 name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, when produced in combination with an
 official document giving the person's permanent National Insurance number and their name issued by a
 Government agency or a previous employer.

- A current passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to
 work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a
 licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A current Immigration Status Document containing a photograph issued by the Home Office to the holder
 with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not
 subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity
 when produced in combination with an official document giving the person's permanent National Insurance
 number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but
 who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in
 the UK including:-
 - evidence of the applicant's own identity such as a passport,
 - evidence of their relationship with the European Economic Area family member e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

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.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, 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 9-digit 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 (provided within this application), 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 checked online. 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 copy documents as set out above.

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NOTES ON REGULATED ENTERTAINMENT

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:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o 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.
 - o 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.
 - o 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.
 - o 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:
 - o 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.
 - o 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:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o 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;
 - o 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.

Section 21 of 21

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 £8700 £315.00

Band D - £87001 to £12500 £450.00*

Band E - £125001 and over £635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then your are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

* Fee amount (£)

190.00

ATTACHMENTS

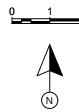
AUTHORITY POSTAL ADDRESS

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Address		
Building number or name		
Street		
District]
City or town		
County or administrative area		
Postcode		
Country	United Kingdom	
DECLARATION		
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You must check the box for the	his declaration	
☐ Ticking this box indicate	es you have read and understood the above de	eclaration
This section should be complet behalf of the applicant?"	ted by the applicant, unless you answered "Yes	" to the question "Are you an agent acting on
* Full name		
* Capacity		
Date (dd/mm/yyyy)		
	Add another signatory	
with your application.		

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

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



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E Emergency Exit

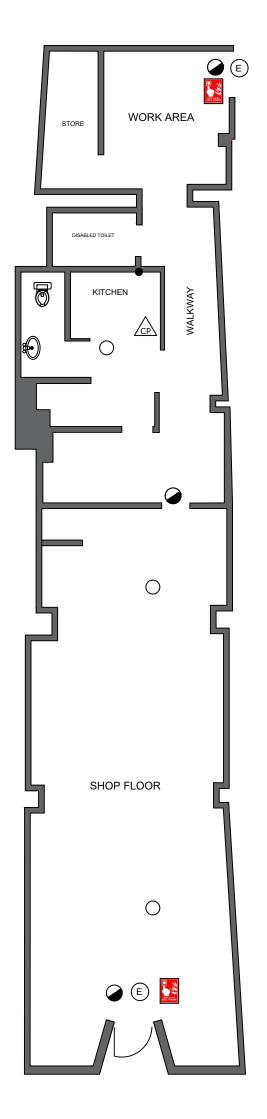
Smoke Detector

Emergency Light

Fire Door

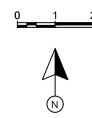
Call Point

EXISTING LAYOUT 52 MARKET PLACE





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E Emergency Exit

SD Smoke Detector

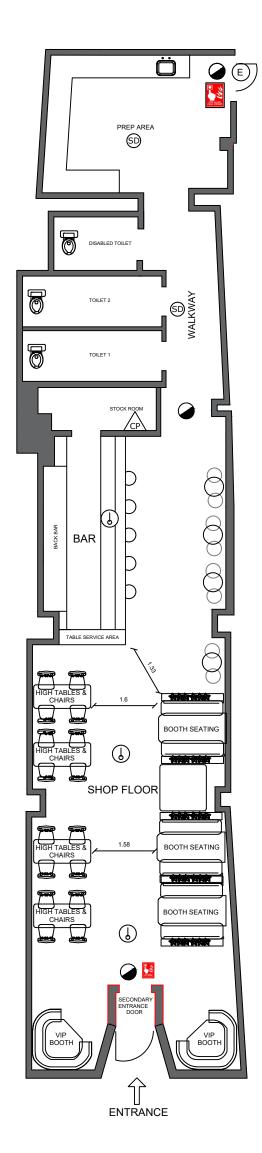
Emergency Light

Heat Detector

Fire Door

Call Point

PROPOSED LAYOUT 52 MARKET PLACE



SCALE: 1:100 Paper Size: A3

