

# LICENSING ACT 2003

An application for a **Minor Variation**

has been made by **[1]**

for the premises known as **[2]**

The application seeks to **[3]**

A record of the application on the licensing register may be inspected at the offices of the licensing authority c/o Rushmoor Borough Council, Council Offices, Farnborough Road, Farnborough GU14 7JU; telephone: 01252 398855, website: [www.rushmoor.gov.uk](http://www.rushmoor.gov.uk).

Responsible authorities and other interested parties may make representations about the application to the licensing authority no later than **[4]**

All representations must be made in writing. It is an offence to knowingly or recklessly make a false statement in connection with an application; the fine for which is unlimited.

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## Notes

**[1]** Insert the name of the individual applicant(s) or the name(s) of the organisation(s) that are applying to amend the licence.

**[2]** Insert the name and full postal address of the premises to which the application relates.

**[3]** Insert details of the proposed variation

For example:-

- To amend the provision of regulated entertainment by way of recorded music from 11:00am to 23:00pm on any day to 10:30am to 22:30pm on any day.
- To amend the layout of the premises in accordance with the provided plan.
- To remove condition 1 of Annex 2 from existing premises licence 11/00000/LAPRE – The DPS must attend the local Pubwatch meetings.

**[4]** Insert the last date that representations can be made. This date is the date that falls 10 working days after the day after which the application was submitted to the licensing authority. If in doubt, please check with the licensing authority.

## Other Guidelines

This notice **must** be A4 or larger in size, white in colour and located in such a position where it can be conveniently read from the exterior of the premises.

The notice **must** be printed legibly (font size 16), be printed or typed in black ink and **must** be displayed for a period of 10 working days. For any premises covering an area more than 50 metres square, a notice **must** be displayed every 50 metres.

**NB:** Failure to advertise the application in the prescribed manner may render the application invalid.

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