

CIVIC GOVERNMENT (SCOTLAND) ACT 1982

APPLICATION FOR GRANT / RENEWAL OF SHORT-TERM LET LICENCE

# PREMISES DETAILS SUPPLEMENTARY FORM

Premises Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

**Specify the number of rooms within the accommodation used as:**

Bedrooms \_\_\_\_\_ Bed/Sitting rooms \_\_\_\_\_ Lounges \_\_\_\_\_

Bathrooms \_\_\_\_\_ Bed/Sitting rooms \_\_\_\_\_ Other \_\_\_\_\_

Specify the maximum number of guests \_\_\_\_\_

## CHECKLIST

<b>I have enclosed the following</b> (please tick to confirm (or enter N/A))	
Annual gas certificate (for premises with a gas supply)	Valid to: ____ / ____ / ____
Electrical Installation Condition Report	Valid to: ____ / ____ / ____
Portable Appliance Testing Report	Valid to: ____ / ____ / ____
Fire Risk Assessment	
Fire Service Safety Checklist	
Legionella Risk Assessment	
Planning permission (for premises within a control area or where requested by the licensing authority)	Planning application reference number:
Floor plan	
Public Liability Insurance	Valid to: ____ / ____ / ____