



Licensing (Scotland) Act 2005, section 47

APPLICATION FOR TEMPORARY PREMISES LICENCE

APPLICANT INFORMATION *Licensing (Scotland) Act 2005, section 20(1)*

1. LICENCE DETAILS (see note 1)

Name of premises to be licensed _____

Address of premises _____

_____ Post code _____

PARTICULARS OF APPLICANT

2a. Where applicant is an individual

Full name _____

Home address _____

_____ Post code _____

Daytime Tel. _____ Mobile No. _____

Email _____ Date of birth _____

PARTICULARS OF APPLICANT

2b. Where applicant is a partnership

Full name _____

Home address _____

_____ Post code _____

2c. Where applicant is a company

Company name _____

Registered address _____

_____ Post code _____

Company registration number _____

2d. Where applicant is a club, or other body

Name of organisation _____

Address _____

_____ Post code _____

2e. Where applicant is a partnership, company, club or other body, please provide the names, dates and places of birth, and home addresses of connected persons.*

* Connected person is defined in section 147(3) of the Licensing (Scotland) Act 2005.

3. PREVIOUS APPLICATIONS

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

4. PREVIOUS CONVICTIONS

Has the applicant or any connected person ever been convicted of a relevant or foreign offence (1)

YES ☐ NO ☐

*If YES – provide full details

For the purpose 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

NAME & POSITION	DATE OF SENTENCE	COURT	OFFENCE	PENALTY

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.

5. DESCRIPTION OF PREMISES Licensing (Scotland) Act 2005, section 20(2)(a)

Description of premises (where application is submitted by a members' club, please also complete question 6)

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6. TO BE COMPLETED BY MEMBERS' CLUBS ONLY

Do the club's constitution and rules conform to the requirements of regulation 2 of the Licensing (Clubs) (Scotland) Regulations 2007?

YES ☐ NO ☐

DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT

If signing on behalf of the applicant please state in what capacity.

The contents of this Application are true to the best of my knowledge and belief.

Signature _____ * (see note below)

Name (in Capital Letters) _____

Date _____

Capacity _____

APPLICANT/AGENT (delete as appropriate)

Tel no of signatory _____

Email address _____

CHECKLIST

I have enclosed the relevant documents with this application

I have enclosed the relevant documents with this application	Tick relevant boxes
Layout plan (highlighting area where alcohol is sold/consumed)	
Operating Plan	
Planning certificate	
Building standards certificate	
Food hygiene certificate	

* Data Protection Act 2018: The information on this form may be held on an electronic public register which may be available to members of the public on request.

FOR USE BY THE LICENSING BOARD ONLY

APPLICATION CHECKLIST	
Date received	
Fee amount	
Receipt number	
Received by (INITIALS)	
Consideration date	
Last date for consideration	
Date of initial hearing	
Date of any modification hearing	
Date granted / refused (delete as appropriate)	

IF APPLICATION IS FOR A PREMISES LICENCE, DOCUMENTS REQUIRED	
Operating plan	
Layout plan	
Planning certificate	
Building standards certificate	
Food hygiene certificate	

IF APPLICATION IS FOR A PROVISIONAL PREMISES LICENCE, DOCUMENTS REQUIRED	
Provisional planning certificate	
Operating plan	
Layout plan	