

Great Yarmouth Borough Council

Licensing Act 2003

Application for a personal licence

PLEASE COMPLETE IN BLOCK CAPITALS AND BLACK INK

1. Your personal details		
Title (delete as appropriate): Mr Mrs Miss Other (please state)		
Surname		
Forenames		
Previous names (if relevant) please enter details of any previous names or maiden names. Please continue on a separate sheet if necessary		
Title (delete as appropriate): Mr Mrs Miss Other (please state)		
Surname		
Forenames		
I am 18 years old or over please tick <input type="checkbox"/>	Yes	No
Address where ordinarily resident (we will use this address to correspond with you unless you complete the separate correspondence box below)		
Post town	Postcode	
Telephone numbers		
Daytime		
Evening		
Mobile		
Fax number		
E-mail address (if you would prefer us to correspond with you by e-mail)		
Address for correspondence associated with this application (if different to the address above)		
Post town	Postcode	
Telephone numbers		

Daytime	
Evening	
Mobile	
E-mail address (if you would prefer us to correspond with you by e-mail)	

2. Your licensing qualifications

Read note 1 **Please tick yes**

Please indicate below which one of these statements apply to you

- | | |
|---|--|
| 1. I hold an accredited licensing qualification | |
| 2. I hold a certified qualification | |
| 3. I hold an equivalent qualification | |
| 4. I am person of prescribed description | |

If you have ticked either of statements 1, 2, or 3 please provide details of your qualification in the box below (name of qualification, date of issue, issuing body) and please enclose your qualification with your application.
 If you have ticked statement 4, please provide evidence that you are a person of prescribed description.

3. Previous or outstanding applications for a personal licence

Note: You may only hold one personal licence at a time **please tick**

- | | | |
|--|-----|----|
| Do you currently hold a personal licence? | Yes | No |
| Do you currently have any outstanding applications for a personal licence, with this or any other licensing authority? | Yes | No |
| Has any personal licence held by you been forfeited in the last 5 years? | Yes | No |

Licensing Authority	
Licence number	
Date of issue	
Date of expiry	
Any further details	

4. Checklist:

I have **Please tick Yes**

- | | |
|---|--|
| <ul style="list-style-type: none"> Enclosed a criminal conviction certificate or a criminal record certificate or the results of a subject access search of the police national computer by the National Intelligence Service (issued no earlier than one month before the giving of the application to the licensing authority) | |
| <ul style="list-style-type: none"> Enclosed two photographs of myself, one of which is endorsed as a true likeness of me by a solicitor or notary, a person of standing in the community or an individual with a professional qualification | |

• Enclosed a completed disclosure of criminal convictions and declaration form (Schedule 3)	
• Made or enclosed payment of the fee for the application	
• Enclosed any licensing qualification I hold or proof that I am a person of prescribed description	

5. Declaration			
The information contained in this form is correct to the best of my knowledge and belief.			
It is an offence knowingly or recklessly to make a false statement in or in connection with an application for the grant or renewal of a personal licence. (A person is to be treated as making a false statement if he produces, furnishes, signs or otherwise makes use of a document that contains a false statement). To do so could result in prosecution and a fine of up to £5000			
Signature		Date	

Send the completed form, fee and documents requested in section 4 to:

- The Licensing Team, Central Services Department, Town Hall, Great Yarmouth, NR30 2QF.

NOTES

Information on the Licensing Act 2003 is available on the website of the Department of Culture, Media and Sport (http://www.culture.gov.uk/alcohol_and_entertainment/default.htm) or from the Licensing Authority, Great Yarmouth Borough Council, Town Hall, Great Yarmouth, NR30 2QF (www.great-yarmouth.gov.uk - telephone: 01493 846327/846304)

Licensing qualifications

Licensing qualifications are dealt with in this section 120(8) and (9) of the licensing act 2003

