

Advertising your application

New and variation applications

For premises and club premises new and variation applications, you must advertise:

- on the premises
- in a newspaper

Premises notice

The premises notice must:

- be displayed immediately on and outside the premises
- be displayed within one day of submitting your application
- stay up for at least 28 consecutive days
- be printed on **blue** A4 paper

Newspaper notice

An announcement in a local newspaper must be made within 10 working days from the day after you made your application.

Minor variation applications

For premises and club premises minor variation applications, you must advertise on the premises only.

The premises notice must:

- be displayed immediately on and outside the premises
- be displayed within one day of submitting your application
- stay up for at least 10 consecutive days
- be printed on **white** A4 paper

Template

Please follow the template on the **next page** for your premises and newspaper advert.

LICENSING ACT 2003
NOTICE OF APPLICATION FOR A PREMISES LICENCE

Notice is hereby given that (a).....

has / have applied to the Licensing Authority of London Borough of Haringey for a Premises Licence to permit:

(b).....
.....
.....
.....

for the premises (c).....
Situating at (d).....
.....

A register of licensing applications can be inspected at by contacting Licensing Team at licensing@haringey.gov.uk

Any person wishing to submit relevant representations concerning this application must give notice in writing to licensing@haringey.gov.uk, giving in detail the grounds of the representation no later than:

(e)...../...../20.....

Copies of all valid representations must include your name and address and will be included in the papers presented to the Licensing Authorities Sub Committee, these will therefore pass into the public domain.

Representations must relate to one or more of the four Licensing Objectives: the prevention of crime and disorder, public safety, the prevention of public nuisance and the protection of children from harm.

It is an offence liable on conviction to a fine up to level 5 under section 158 of the Licensing Act 2003 knowingly or recklessly to make a false statement in connection with an application.

Dated this.....day of.....20.....

Signed.....

Notes: (a) full name of applicant/club: (b) brief description of licensable activities and times (c) name of premises: (d) full postal address of premises: (e) the last date for representation should be written in the format dd/mm/yyyy and calculated as 28days from the date on which the notice is displayed.