

# South Holland District Council



## Licensing Authority

### New Premises Licence/Variation/Minor Variation/Review Representation Form

#### Making a representation

Any Responsible Authority, or any other person, body or business may make a representation about an application for the new premises licence, variation, minor variation or the review of a premises licence (or club premises certificate). The representation needs to be relevant to one or more of the four licensing objectives noted on the representation form and must not be frivolous or vexatious. Any representation must be **received** by the Licensing Authority within the statutory period for representations. Any representation received after the deadline date **cannot** be accepted.

The Authority **must** give a copy of any representation you submit to the applicant. By submitting a representation **you agree** to the information, including your name and address (together with any additional sheets) being copied to the applicant. In some exceptional circumstances, your name and house number may be withheld from the applicant, but only if the Authority is satisfied that you have a genuine and well-founded fear of intimidation. If you wish the Licensing Authority to consider withholding your name and address from the applicant you **must** provide your reasons for this with your representation (with your full contact details).

Any person, body or business submitting a representation may request that their representation to the licensing authority is submitted on their behalf by a landlord, legal representative, a friend, an MP, a Councillor or similar. If you do wish someone to act on your behalf please provide their contact details.

Your representation (with the exception of a representation concerning a Minor Variation application) will be published on the Council's website with the agenda papers for the relevant Sub-Committee hearing convened to consider the representation/s.

**By email or post** – You may send your representation on this form and submit it by email or, alternatively, you may post your representation. Emails must be sent to [licensing@sholland.gov.uk](mailto:licensing@sholland.gov.uk). Letters (which must be signed) must be posted to – Licensing Team, South Holland District Council, Priory Road, Spalding, Lincs, PE11 2XE.

**If you have any questions please ring 01775 761161**

# Licensing Act 2003 – New Premises Licence/Variation/Minor Variation/Review



## Representation Form

1. Responsible Authority		2. Any other person, body or business	
Name		Name	
Service		Address	
Address			
Phone		Phone	
Email		Name and address of any representative acting for you	
Name and address of the premises you are making a representation about			
<p><b>Your representation may be in opposition to, or in support of, the application. Your representation must be about the likely effect, if the application is granted (or subject to review), on the promotion of one or more of the four Licensing Objectives (see A – D below) with evidence if you have any available. Use separate sheets if necessary</b></p>			
A The prevention of crime and disorder			
B Public safety			
C The prevention of public nuisance			
D The protection of children from harm			
Suggestions/conditions you would like the Licensing Sub-Committee to consider adding to the licence if the application is granted.			

If your representation is on a new premises licence, variation or review application and it is accepted, you will be invited to attend a Licensing Sub-Committee hearing (and any subsequent appeal court hearing) in order to amplify your representation should you wish to do so.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_