

LICENSING ACT 2003
NOTICE OF APPLICATION FOR THE
MINOR VARIATION OF A PREMISES
LICENCE*/ CLUB PREMISES
CERTIFICATE*

(*delete as appropriate)

Notice is hereby given that (a).....
has applied to the Royal Borough of Kensington and Chelsea for the MINOR VARIATION of
(b).....
.....
for the premises (c).....
situated at (d).....

A register of licensing applications is held by the Licensing Authority and can be inspected at <http://www.rbkc.gov.uk/licensing> or in person at The Town Hall, Hornton Street, London W8 7NX, tel. 020 7341 5152, by appointment with the Licensing Team between 10am and 4pm Monday to Friday.

Any person wishing to submit comments to my/our application must give notice in writing to Licensing Authority address shown above, giving in detail the grounds of objection by (e)

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

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

GUIDANCE FOR WINDOW NOTICE

Notes: (a) full name of applicant or club; (b) description of the proposed variation(s), including, if applicable, activities and hours sought, and any other relevant information; (c) name of premises or club; (d) address of premises; (e) the last date for comments should be written in the format dd/mm/yyyy and calculated as 10 working days, starting the first working day following the date of application and ending on the 10th working day.

Please note that the Window Notice must be printed on **white paper** of at least **A4 size and printed legibly in black ink**. The text on the Notice must remain in a **Size 16 Times New Roman/Arial** font. The header information must specify whether application is in respect of a premises licence or club premises certificate and must remain in **Size 32 Times New Roman font**

The Council will supply Window Notices free of charge. Please contact us at The Town Hall, Hornton Street, London W8 7NX or telephone 020 7341 5152.