

ROYAL BOROUGH OF KENSINGTON AND CHELSEA

THE FOLLOWING NOTES SHOULD BE READ IN CONJUNCTION WITH THE COUNCIL'S
RULES GOVERNING APPLICATIONS WHEN COMPLETING YOUR APPLICATION FORMS

NOTES (G1)

Notes A, B C & D relate to all applications for licences. Notes E & F relate to applications for Exhibition and Near Beer Licences.

- A. In the case of a limited company, please fill in the form prescribed by the Council giving the names and addresses of the Directors (FORM 11).
- B. Applications for the renewal of licences will be subject to the same terms and conditions as the existing licence(s). Should applicants wish to amend any details, e.g. extend the hours or increase the accommodation figure, a separate application to vary the existing licence will need to be made. Please contact the Licensing Team at the address below for the relevant forms.
- C. In most cases a decision will not be made until at least 4 weeks from the date on which the application is made.
- D. All convictions must be disclosed however spent convictions as defined overleaf need not be included. Details of convictions should be disclosed on a separate sheet of paper and not on the application form
- E. Exhibition and Near Beer Licences cease at 11pm. Should applicants wish to continue beyond 11pm an extension of hours must be applied for.
- F. The under-mentioned publication may be obtained from the Council, at the address given below.
Price on request.
“Places of Public Entertainment Technical Regulations”

Licensing Team
Council Offices
37 Pembroke Road
London
W8 6PW
Telephone: 020 7341 5152

**IMPORTANT NOTE: THE APPLICATION IS OPEN TO INSPECTION BY
THE PRESS AND GENERAL PUBLIC.**

CONVICTIONS

All convictions must be disclosed however, spent convictions as defined below need not be included.

<u>SENTENCE</u>	<u>BECOMES SPENT AFTER</u>
CUSTODIAL	
Exceeding 6 months and not exceeding 30 months	10 years
Up to 6 months	7 years
<i>Borstal training of any duration</i>	<i>7 years</i>
FINE	
Fine (any amount)	5 years
ARMED FORCES	
Cashiering, discharge with ignominy or dismissed with disgrace from H.M. Service	10 years
Dismissal from H.M. Service	7 years
Detention	5 years
<i>Custodial Order (maximum sentence 6 months)</i>	<i>7 years</i>
OTHER	
Absolute Discharge	6 months
Conditional Discharge or bind over	One year (or until order expires whichever is the longer)
Community Service Order	5 years
Formal Caution	3 years
Probation Order	One year (or until order expires whichever is the longer)
Probation Order (after 3.2.95)	
Age 18 or over	5 years
Under 18	2 years and six months (or until the order expires whichever is the longer)
Hospital Order	5 years (or 2 years after order expires whichever is the longer)
Disqualification, prohibition or other penalty	Expiry of disqualification, prohibition or penalty
<i>Detention not exceeding 6 months</i>	<i>3 years</i>
<i>Detention exceeding 6 months but not exceeding 30 months</i>	<i>5 years</i>
<i>Detention Centre Order</i>	<i>3 years</i>
<i>Custodial Order (maximum sentence six months or less)</i>	<i>3 years</i>
(i) A sentence exceeding 30 months can never become spent	
(ii) If you were under 18 years of age on the date of conviction halve the period in the right hand column, save for those sentences in italics	
(iii) If a further conviction is received during the rehabilitation period, the first conviction is extended to	
the end of the later conviction's rehabilitation period.	