



**APPLICATION FOR GRANT / RENEWAL / VARIATION / TRANSFER
OF A LICENCE FOR A SEX ESTABLISHMENT.**

**LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982
PART II SCHEDULE 3.**

All applicants are required to submit a 1:100 scale plan showing the premises or part of the premises to be licensed.

The fullest possible information must be given in answer to each question. Please use continuation sheets where necessary.

SECTION 1 - ABOUT THE FIRST APPLICANT	
Is the applicant:	a) An individual b) A partnership or other unincorporated body c) A body corporate (Delete those that do not apply)
Full name of FIRST applicant or body applying for the licence. If an individual or partnership please state any previous name(s) and date(s) changed	
Date and place of birth	
Daytime telephone number(s)	
Email address	
Applicant's permanent address. If a company please give registered or principal address	
Address to which any communication is to be sent	

<p>Has the applicant been resident in the UK throughout the period of 6 months preceding the date of this application? Please give details of addresses and dates.</p>	
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<p>Does the applicant have any convictions / cautions? If the answer is yes please give details below:</p>	
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CONVICTIONS

Forename	Surname	Former name (if any)	Court	Date	Offence	Penalty or sentence

CAUTIONS

Forename	Surname	Former name (if any)	Court	Date	Offence	Penalty or sentence

<p>What is the applicant's interest in the premises?</p>	<p>a) Freehold b) Leasehold i) Main lease ii) Sub-lease</p>
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SECTION 2 – ABOUT ADDITIONAL PARTIES

Please complete a separate continuation sheet for each additional applicant, each Director and any other persons who will manage or otherwise be involved in running the establishment or who will have an interest / will benefit from the venue. Continuation sheets are available on Leicester City Council's website at www.leicester.gov.uk/licensing/sex-establishments

Number of continuation sheets accompanying this application:

Details of any other parties or companies who are likely to benefit financially from the business in any way

SECTION 3 – ABOUT THE PREMISES

Trading name

Description

Address

Telephone number at the premises

Give details about what forms of relevant entertainment will take place on the premises

If only part of the building is to be licensed, give details:-
 (a) Of the use (s) to which the remainder of the premises will be put:
 (b) The names of those who are responsible for the management of the remainder of the premises:

Please state the proposed hours of operation for the premises

	Opening time	Closing time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

If this application relates to a vehicle, vessel or stall, state where it is to be used as a sex establishment.	
Name, permanent address and date of birth of the person who will be in day to day management control of the premises	
Name, permanent address and date of birth of any other person(s) who will be engaged in managing the premises	
Give date and name of newspaper in which public notice of this application is to be made.	

SECTION 4 – ABOUT THE LICENCE	
<p>FIRST APPLICATION</p> <p>Choose this option if this is the first time the premises has been licensed or if the previous licence for the premises has lapsed.</p> <p>You MUST provide a 1:100 scale plan of the premises and a criminal record certificate for every applicant, director and other persons who will manage or otherwise be involved in running the establishment or who will have an interest / will benefit from the venue</p>	
<p>RENEWAL APPLICATION</p> <p>Choose this option if you already hold a licence for the premises that is due to expire</p>	
<p>VARIATION APPLICATION</p> <p>Choose this option if you are proposing to change the hours of operation, the premises layout, etc</p>	
<p>TRANSFER APPLICATION</p> <p>Choose this option to transfer the licence from one licence holder to another</p>	

SECTION 5 – ADDITIONAL INFORMATION

<p>I/We enclose the relevant fee:</p> <ul style="list-style-type: none"> • New application - £6,559 • Renewal application - £3,279 • Variation - £1,608 • Transfer - £1,072 	
<p>I/We enclose a basic disclosure showing the criminal record of every applicant, every person to be involved in the management of the premises, and any person who will receive financial benefit from the business (i.e., all persons referred to in sections 1 & 2 of this application form).</p>	
<p>I/We enclose a plan of scale 1:100 showing all parts of the premises to be licensed, the extent of the premises and its location.</p>	
<p>I/We confirm that I/we have read Leicester City Council's 'Policy on Licensing Sexual Entertainment Venues' and that I/we am/are aware of the standard conditions of licensing.</p>	
<p>I/We confirm that a copy of this application will be been served on the Chief Officer of Police at Mansfield House Police Station, 74 Belgrave Gate, Leicester, LE1 6GG, within the next 7 days.</p>	
<p>I/We confirm that a notice publicising this application will be displayed on or near the premises in a place where it can conveniently be read by the public, and that the notice will be in place from the date of this application for a continuous period of 21 days. The notice shall be A4 or larger, a yellow colour and printed legibly in black ink of font size 16 pt or larger.</p>	
<p>I/We confirm that a notice of application will be published in a local newspaper circulating in the local area within 7 days of the date of this application, and that a copy of the newspaper in which the notice appears will be forwarded to the Licensing section.</p>	

SECTION 6 – DECLARATION BY APPLICANT(S)

I understand that any person who, in connection with an application for the grant, renewal, variation or transfer of a licence, makes a false statement which he knows to be false in any material respect, or which he does not believe to be true, shall be guilty of an offence punishable on summary conviction by a fine not exceeding £20,000.

I declare that the information I have given in this form is true and complete in every respect.

Where the application is made on behalf of a limited company, the company secretary or director(s) should sign this form. In the case of a partnership each partner should sign, using continuation sheets if necessary.

FIRST APPLICANT	SECOND APPLICANT
Signed:	Signed:
Name:	Name:
Capacity:	Capacity:
Date:	Date:

Notes for applicant:

This application form should be completed by the first applicant.

Please complete a separate continuation sheet for each additional applicant, each Director and any other persons who will manage or otherwise be involved in running the establishment or who will have an interest / will benefit from the venue. Continuation sheets are available on Leicester City Council's website at www.leicester.gov.uk/licensing/sex-establishments

Any personal data that you provide will be processed in accordance with current data protection laws. It will be used by Leicester City Council and our partners to deliver and improve services and fulfil our legal duties. We will not disclose any personal information to anyone else unless required or allowed to do so by law. Read more about how we use personal data in our Privacy Notice on our website www.leicester.gov.uk

The fees will be reviewed annually.

Standard conditions will be attached to all sex establishment licences.

Leicester City Council's Policy on Licensing Sexual Entertainment Venues is available on the council's website at www.leicester.gov.uk/licensing/sex-establishments along with further information and guidance.

If you have any further questions please contact the Licensing section on (0116) 4543040.

APPLICATION FOR A SEX ESTABLISHMENT LICENCE
LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982
PART II SCHEDULE 3.

NOTICE IS HEREBY GIVEN THAT I/WE (full names):
APPLIED ON (date).....TO THE LEICESTER CITY COUNCIL IN RESPECT OF
THE PREMISES KNOWN AS:
UNDER THE PROVISIONS OF THE LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT
1982, PART H, SCHEDULE 3. FOR A LICENCE TO USE THE PREMISES AS A SEX SHOP /
SEXUAL ENTERTAINMENT VENUE.

ANY OBJECTIONS TO THIS APPLICATION MUST BE SENT IN WRITING TO :-

LICENSING AUTHORITY
LEICESTER CITY COUNCIL
CITY HALL
115 CHARLES STREET
LEICESTER
LE1 1FZ

NOT LATER THAN 28 DAYS AFTER THE DATE OF THIS APPLICATION, STATING THE
GROUNDS OF OBJECTION. THE IDENTITY OF OBJECTORS WILL NOT BE REVEALED TO
APPLICANTS UNLESS THE OBJECTORS SO AGREE IN WRITING.

(SIGNATURE OF APPLICANT)

(ADDRESS).....
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NOTE: THIS FORM IS RECOMMENDED FOR THE TEXT OF A NEWSPAPER ADVERTISEMENT
FOR THE PURPOSES OF THE LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982,
PART II, SECTION 3.