

E X A M P L E - [to be printed on blue A4 paper]

LICENSING ACT 2003

APPLICATION TO VARY A CLUB PREMISES CERTIFICATE

We, [*insert name of holder of club premises certificate*] hereby give notice that we have applied to vary the club premises certificate in respect of [*insert name & full address of club*] [*insert brief details of the variation applied for*]

A record of the application has been placed on the licensing authority's register kept by the Ribble Valley Borough Council as licensing authority and can be inspected during normal office hours on Level B of the Council Offices, Church Walk, Clitheroe, Lancashire BB7 2RA.

Any responsible authority or other person may make representations to the Council about the application. Such representations must be in writing and must be made not later than [*insert date - this date is 28 days after the application is submitted to the Council*].

It is an offence knowingly or recklessly to make a false statement in connection with an application.

A person guilty of such an offence is liable on summary conviction to a fine not exceeding £5000.