



SA Prem 104038/001

Leeds
Application for a premises licence
Licensing Act 2003

For help contact
 entertainment.licensing@leeds.gov.uk
 Telephone 0113 2474095

* required information

Section 1 of 21

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

- Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

Dana

* Family name

HUSSENI

* E-mail

Main telephone number

Other telephone number

Include country code

- Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant

- Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is the applicant's business registered in the UK with Companies House?

- Yes No

Is the applicant's business registered outside the UK?

- Yes No

Note: completing the Applicant Business section is optional in this form.

Business name

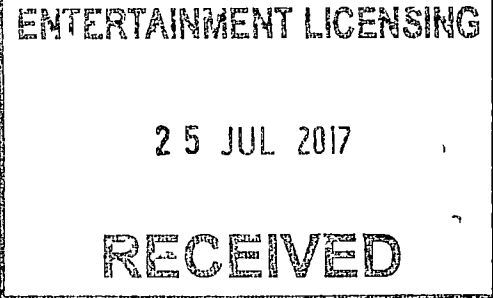
TBC

If the applicant's business is registered, use its registered name.

VAT number

None

Put "none" if the applicant is not registered for VAT.



Continued from previous page

Legal status

Applicant's position in the business

Home country

The country where the applicant's headquarters are

Applicant Business Address

If the applicant has one, this should be the applicant's official address - that is an address required of the applicant by law for receiving communications

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Agent Details

* First name

* Family name

* E-mail

Main telephone number

Include country code

Other telephone number

Indicate here if you would prefer not to be contacted by telephone

Are you

An agent that is a business or organisation, including a sole trader

A sole trader is a business owned by one person without any special legal structure

A private individual acting as an agent

Agent Business

Is your business registered in the UK with Companies House?

Yes No

Note completing the Applicant Business section is optional in this form

Is your business registered outside the UK?

Yes No

Business name

If your business is registered, use its registered name

VAT number

-

Put 'none' if you are not registered for VAT

Legal status

Continued from previous page

Your position in the business

Home country

Agent Business Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

The country where the headquarters of your business is located

If you have one, this should be your official address - that is an address required of you by law for receiving communications

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PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

Address OS map reference Description

Postal Address Of Premises

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Further Details

Telephone number

Non-domestic rateable value of premises (£)

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APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company / limited liability partnership
- A partnership (other than limited liability)
- An unincorporated association
- Other (for example a statutory corporation)
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales

Confirm The Following

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

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INDIVIDUAL APPLICANT DETAILS

Applicant Name

Is the name the same as (or similar to) the details given in section one?

- Yes No

If 'Yes' is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details

First name

Family name

Is the applicant 18 years of age or older?

- Yes No

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Current Residential Address

Is the address the same as (or similar to) the address given in section one?

Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Applicant Contact Details

Are the contact details the same as (or similar to) those given in section one?

Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

E-mail

Telephone number

Other telephone number

* Date of birth

* Nationality

Documents that demonstrate entitlement to work in the UK

Add another applicant

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OPERATING SCHEDULE

When do you want the premises licence to start?

/ /
dd mm yyyy

If you wish the licence to be valid only for a limited period when do you want it to end

/ /
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies you must include a description of where the place will be and its proximity to the premises.

In a now vacant former bank turned amusement arcade, I intend to establish a convenience store which sells everyday

Continued from previous page

items and foodstuffs, but is also licensed to sell alcohol and tobacco

If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

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PROVISION OF PLAYS

See guidance on regulated entertainment

Will you be providing plays?

Yes

No

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PROVISION OF FILMS

See guidance on regulated entertainment

Will you be providing films?

Yes

No

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PROVISION OF INDOOR SPORTING EVENTS

See guidance on regulated entertainment

Will you be providing indoor sporting events?

Yes

No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

See guidance on regulated entertainment

Will you be providing boxing or wrestling entertainments?

Yes

No

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PROVISION OF LIVE MUSIC

See guidance on regulated entertainment

Will you be providing live music?

Yes

No

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PROVISION OF RECORDED MUSIC

See guidance on regulated entertainment

Will you be providing recorded music?

Yes

No

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PROVISION OF PERFORMANCES OF DANCE

Continued from previous page

See guidance on regulated entertainment

Will you be providing performances of dance?

Yes No

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PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

See guidance on regulated entertainment

Will you be providing anything similar to live music, recorded music or performances of dance?

Yes No

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LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

Yes No

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SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock (e.g. 16 00) and only give details for the days of the week when you intend the premises to be used for the activity

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

Continued from previous page

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Will the sale of alcohol be for consumption

On the premises Off the premises Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off If the sale of alcohol is for consumption on the premises and away from the premises select both

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months

n/a

Non-standard timings Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve

n/a

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name

First name

Family name

Date of birth

Continued from previous page

Enter the contact's address

Building number or name

Street

District

City or town

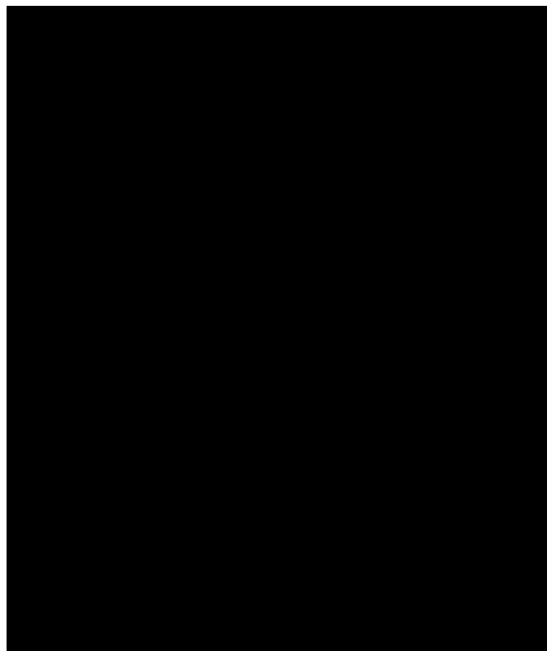
County or administrative area

Postcode

Country

Personal Licence number
(if known)

Issuing licensing authority
(if known)



PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'

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ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc

Nil

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock (e.g. 16 00) and only give details for the days of the week when you intend the premises to be used for the activity

Continued from previous page

TUESDAY

Start	<input type="text" value="00 01"/>	End	<input type="text" value="00 00"/>
Start	<input type="text"/>	End	<input type="text"/>

WEDNESDAY

Start	<input type="text" value="00 01"/>	End	<input type="text" value="00 00"/>
Start	<input type="text"/>	End	<input type="text"/>

THURSDAY

Start	<input type="text" value="00 01"/>	End	<input type="text" value="00 00"/>
Start	<input type="text"/>	End	<input type="text"/>

FRIDAY

Start	<input type="text" value="00 01"/>	End	<input type="text" value="00 00"/>
Start	<input type="text"/>	End	<input type="text"/>

SATURDAY

Start	<input type="text" value="00 01"/>	End	<input type="text" value="00 00"/>
Start	<input type="text"/>	End	<input type="text"/>

SUNDAY

Start	<input type="text" value="00 01"/>	End	<input type="text" value="00 00"/>
Start	<input type="text"/>	End	<input type="text"/>

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months

n/a

Non standard timings Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve

n/a

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LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives

a) General – all four licensing objectives (b c d e)

Continued from previous page

List here steps you will take to promote all four licensing objectives together

In making this application, we have taken into account the Guidance issued under the Licensing Act 2013 and the Licensing Policy of Leeds City Council. In particular we have reviewed the Leeds City Centre CIP Guidance 2017 and whilst the premises may fall between the green and amber zones, we are making this application applying the amber guidelines. We have consulted with the Leeds City Council Licensing Dept and the West Yorkshire Police and have taken their advice and views into account. We have inspected the area and have noted the environmental and socio-economic composition. We have also consulted the Crime Mapper service on Police.gov.uk. As a consequence of all this, we are applying effective conditions in order to promote the Licensing Objectives. We would stress that NO more than 20% of the shop's floorspace would be given over to alcohol display.

b) The prevention of crime and disorder

- 1 Spirits of high ABV will be sold from behind the counter
- 2 There will be no public access to the premises by any customer after 23 00hrs every day, and all sales of goods will be via a window service until 06 00hrs thereafter
- 3 Only a Personal Licence Holder will be permitted to sell alcohol via the service window
- 4 After 23 00hrs a Personal Licence Holder will always be on duty
- 5 When the DPS is not on duty, a contact telephone number will be available at all times
- 6 CCTV will be provided in the form of a recordable system, capable of providing pictures of EVIDENTIAL QUALITY in all lighting conditions particularly regarding facial recognition
Cameras shall encompass all ingress and egress to the premises, fire exits, outside areas, and all areas where the sale/ supply of alcohol occurs
Equipment MUST be maintained in good working order, be correctly time and date stamped, recordings MUST be kept in date order, numbered sequentially and kept for a period of 31 days
The Premises Licence Holder must ensure at all times a DPS or appointed member of staff is capable and competent at downloading CCTV footage in recordable media format, and able to produce it to a Police Officer and/or an authorised Local Authority/Council Trading Standards Officer on demand and in a viewable format
The CCTV equipment shall be kept in a secure environment under the control of the DPS or other responsible named individual
An operational daily log report must be maintained endorsed by signature, indicating the system has been checked and is compliant. In the event of any failings actions taken are to be recorded
In the event of technical failure of the CCTV equipment the Premises Licence holder/DPS MUST report the failure to the Police (on contact number '101') and Council Licensing Department immediately
- 7 An incident log must be kept at the premises. Incident log records will be retained for a period of 12 months from the date it occurred. It will be made immediately available on request to an 'authorised person' (as defined by Section 13 of the Licensing Act 2003), an authorised Trading Standards Officer or the Police, and must record the following
 - (a) all crimes reported to the premises (where relevant to the licensing objectives)
 - (b) all ejections of patrons
 - (c) any complaints received (where relevant to the licensing objectives)
 - (d) any incidents of disorder
 - (e) any faults in the CCTV system or searching equipment or scanning equipment
 - (f) any refusal of the sale of alcohol
 - (g) any visit by a relevant authority or emergency services, noting time, date & purpose and those officials by name

c) Public safety

- 6 CCTV will be provided in the form of a recordable system, capable of providing pictures of EVIDENTIAL QUALITY in all lighting conditions particularly regarding facial recognition
Cameras shall encompass all ingress and egress to the premises, fire exits, outside areas, and all areas where the sale/ supply of alcohol occurs
Equipment MUST be maintained in good working order, be correctly time and date stamped, recordings MUST be kept in date order, numbered sequentially and kept for a period of 31 days
The Premises Licence Holder must ensure at all times a DPS or appointed member of staff is capable and competent at downloading CCTV footage in recordable media format and able to produce it to a Police Officer and/or an authorised Local Authority/Council Trading Standards Officer on demand and in a viewable format
The CCTV equipment shall be kept in a secure environment under the control of the DPS or other responsible named

Continued from previous page

individual

An operational daily log report must be maintained endorsed by signature, indicating the system has been checked and is compliant, in the event of any failings actions taken are to be recorded

In the event of technical failure of the CCTV equipment the Premises Licence holder/DPS MUST report the failure to the Police (on contact number '101') and Council Licensing Department immediately

8 A written register of Refusals will be kept including a description of the people who have been unable to provide required identification to prove their age. Such records shall be kept for a period of 12 months and will be collected on a daily basis by the Designated Premises Supervisor and produced to the police or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or an authorised Trading Standards Officer the Local Authority/Council on demand

d) The prevention of public nuisance

9 Prominent, clear and legible signage (in not less than 32 font bold) shall be displayed at all exits to the premises requesting the public to respect the needs of local residents and to leave the premises and the area quickly and quietly

10 The Management will monitor the exterior of the premises using CCTV and use their best endeavours to disperse any persons who appear to be congregating outside the premises

e) The protection of children from harm

8 A written register of Refusals will be kept including a description of the people who have been unable to provide required identification to prove their age. Such records shall be kept for a period of 12 months and will be collected by the Designated Premises Supervisor and produced to the police or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or an authorised Trading Standards Officer the Local Authority/Council on demand

11 All staff engaged in the sale of alcohol to be trained in Responsible Alcohol Retailing to the minimum standard of BIIAB level 1 or any equivalent training agreed by Local Authority/Council Trading Standards within 1 month of commencing employment at the premises. (Where there are existing staff this training shall be completed within 3 months of the date that this condition first appears on the licence). Retraining will be carried out every 6 months. Training records shall be kept on the premises and produced to the police or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or an authorised Trading Standards Officer of the Local Authority/ Council) on demand

12 The premises shall operate a Challenge 25 Policy. Such policy shall be written down and kept at the premises. The policy shall be produced on demand of the Police or an 'authorised person' (as defined by Section 13 of the Licensing Act 2003) or an authorised Trading Standards Officer the Local Authority/Council. Prominent, clear and legible signage (in not less than 32 font bold) shall also be displayed at all entrances to the premises as well as at, at least one location behind any counter advertising the scheme operated

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NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who

- does not have the right to live and work in the UK, or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified)

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy]
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK or has no time limit on their stay in the UK
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity

Continued from previous page

- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006 to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including -
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds, or
 - (iv) self-sufficient e.g. bank statements

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities If the document copied is a passport a copy of the following pages should be provided -

- (i) any page containing the holder's personal details including nationality
- (ii) any page containing the holder's photograph,
- (iii) any page containing the holder's signature,
- (iv) any page containing the date of expiry, and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work

If the document is not a passport, a copy of the whole document should be provided

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

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NOTES ON REGULATED ENTERTAINMENT

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In terms of specific **regulated entertainments** please note that

- Plays no licence is required for performances between 08 00 and 23 00 on any day provided that the audience does not exceed 500
- Films no licence is required for 'not-for-profit' film exhibition held in community premises between 08 00 and 23 00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises and (b) ensures that each such screening abides by age classification ratings
- Indoor sporting events no licence is required for performances between 08 00 and 23 00 on any day, provided that the audience does not exceed 1000
- Boxing or Wrestling Entertainment no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08 00 and 23 00 on any day, provided that the audience does not exceed 1000 Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event
- Live music no licence permission is required for
 - o a performance of unamplified live music between 08 00 and 23 00 on any day, on any premises
 - o a performance of amplified live music between 08 00 and 23 00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500
 - o a performance of amplified live music between 08 00 and 23 00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500
 - o a performance of amplified live music between 08 00 and 23 00 on any day, in a church hall village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises
 - o a performance of amplified live music between 08 00 and 23 00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital
- Recorded Music no licence permission is required for
 - o any playing of recorded music between 08 00 and 23 00 on any day on premises authorised to sell alcohol for consumption on those premises provided that the audience does not exceed 500
 - o any playing of recorded music between 08 00 and 23 00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises
 - o any playing of recorded music between 08 00 and 23 00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from (i) the local authority concerned or (ii) the school proprietor or (iii) the health care provider for the hospital

Continued from previous page

- Dance no licence is required for performances between 08 00 and 23 00 on any day, provided that the audience does not exceed 500 However, a performance which amounts to adult entertainment remains licensable
- Cross activity exemptions no licence is required between 08 00 and 23 00 on any day, with no limit on audience size for
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority,
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider,
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor, and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days

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PAYMENT DETAILS

This fee must be paid to the authority If you complete the application online, you must pay it by debit or credit card

The premises licence fee is based on the non domestic rateable value of the premises these fees are

Non domestic rateable value £4,300 or less - £100

Non domestic rateable value between £4,301 and £33,000 - £190

Non domestic rateable value between £33,001 and £87,000 - £315

Non domestic rateable value between £87 001 and £125,000 - £450

Non domestic rateable value £125,001 or more - £635

If the premise▲ non domestic rateable value is £87,001 or more and the premises is used exclusively or primarily for the supply of alcohol for consumption on the premises the fee for this application is

Non domestic rateable value between £87,001 and £125 000 - £900

Non domestic rateable value £125 001 or more - £1905

If this application is for a community premises e.g a village hall or community centre and the application does■ t include the sale of alcohol as an activity there is no fee payable

If the premises will have 5 000 people or more in attendance at any one time there is an additional fee payable which we will contact you to pay when you submit your application Details of these fees are available at [http //www.leeds.gov.uk/Business/Licences_and_street_trading/Licence__alcohol_and_entertainment](http://www.leeds.gov.uk/Business/Licences_and_street_trading/Licence__alcohol_and_entertainment)

* Fee amount (£)

190 00

DECLARATION

1 * I will make payment of the fee on submission of this application

1 * I have attached or will post to Leeds City Council the plans of the premises

1 * I have attached, or will post to Leeds City Council, the consent form completed by the individual I wish to be premises supervisor, or I will ensure the individual I wish to be premises supervisor submits the consent form electronically

1 * I understand that I must now advertise my application

1 * I understand that if I do not comply with the above requirements, my application will be rejected

* I understand that Leeds City Council is under a duty to protect the public funds it administers, and to this end may use the information I have provided on my application for the prevention and detection of fraud It may also share this information with other bodies responsible for auditing or administering public funds for these purposes

Ticking this box indicates you have read and understood the above declaration

Continued from previous page

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

* Date

25	/	07	/	2017
dd		mm		yyyy

Add another signatory

Once you're finished you need to do the following

- 1 Save this form to your computer by clicking file/save as
- 2 Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/leeds/apply-1> to upload this file and continue with your application

Don't forget to make sure you have all your supporting documentation to hand

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

OFFICE USE ONLY

Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

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