

PERTH AND KINROSS COUNCIL  
CIVIC GOVERNMENT (SCOTLAND) ACT 1982

**Application for a licence / renewal of a licence for public entertainment**

**PART 1 TO BE COMPLETED IF APPLYING AS AN INDIVIDUAL PERSON**

	Surname	Christian Name(s)	
1. (a) Full Name (BLOCK LETTERS)			
(b) Home Address and Telephone No. (if any)	Tel No.		
(c) Age, Date and Place of Birth	Age	Date of Birth	Place of Birth
(d) Give a business hours Telephone No.			

**PART 2 TO BE COMPLETED IF APPLYING AS VOLUNTARY ORGANISATION, MANAGEMENT COMMITTEE, etc.**

2. (a) Full Name of Organisation, Committee, etc.					
(b) Full name, private address and telephone number of Chairman, Secretary and Treasurer		Full Name	Date & Place of birth	Tel.No.	Private Address
	Chairman				
	Secretary				
	Treasurer				
(c) Full name, private address and telephone number of member of the Organisation/Committee who can be contacted regarding the application.	Full Name	Date & Place of birth	Tel.No.	Private Address	

**PART 3 TO BE COMPLETED IF APPLYING AS A COMPANY, COMMERCIAL ORGANISATION, etc.**

3 (a) Full Name of Company, Organisation, etc.					
(b) Name and address of Principal Registered Office and telephone no.	Tel.No.				
(c) Full name, date and place of birth of each Director, Partner or other person responsible for management of the premises/site.	Full Name	Date & Place of birth	Address		
(d) Full name, date and place of birth and private address of each Director, Partner or other person responsible for management of the business.	Full Name	Date & Place of birth	Address		
(e) Give a business hours telephone no.					

**THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY ALL APPLICANTS**

4	Name and address of premises or site for which the licence is required.				
5	Name and address of Owner of site if different from applicant.				
6	Period of licence applied for. It may not always be possible for applicants to take out a one year or a three year licence and reference should be made to paragraph 3.1 of the information notes for guidance.	3 Years/1 Year/ Temporary	New/Renewal	Licence No.	
7	Specify the type(s) of public entertainment or recreation to be carried on in the premises/site or, if application is for a temporary licence, state the nature of the event.				
8	Specify the days and times when it is proposed that the premises or event will be open for the purposes of the entertainment or recreation listed above	Day(s)		Time(s)	
9	State the maximum number of persons proposed to be admitted to the premises/site/event at any one time.				
10	Give details of Public Liability Insurance Cover and <b>enclose a copy of the policy</b> . For applicants who do not yet have these details, mark "to follow".	Name of Company	Policy No.	Indemnity	Date of Expiry
LIST BELOW ALL CURRENT CONVICTIONS AGAINST THOSE PERSON(S) NAMED IN PARAGRAPHS 1(a), 2(b), 3(c) and 3(d) ABOVE. IF THERE ARE NO CONVICTIONS, STATE 'NONE'					
	Name of Person	Date	Court	Offence	Sentence

**Data Protection Act 1998**  
 The information provided by you and by relevant third parties will be used in determining your application for the Grant/Renewal of a Public Entertainment Licence. It may include both personal and other details and may be shared with other appropriate professionals and service providers, in particular each application will be forwarded to the Police, Tayside Fire & Rescue, the Council's Environment Services and Planning & Transportation Services. Information may also be shared with Statutory Bodies for the purpose of prevention or detection of fraud or crime. In terms of the Data Protection Act 1998, you are entitled to know what personal information Perth and Kinross Council hold about you, on payment of a fee of £10. Application should be made to the Head of Legal Services, 2 High Street, Perth PH1 5PH.

I declare that the particulars given by me on this form are true and I hereby make application to Perth & Kinross Council for the grant or renewal of the licence applied for.

Date..... Signature of applicant or agent.....

Agent's Address.....

**N.B** Any person who in or in connection with the making of this application makes any statement which is false in a material particular shall be guilty of an offence and liable, on summary conviction, to a fine not exceeding £20,000 or to imprisonment for a term not exceeding six months or to both.

**OFFICE USE ONLY**

Date Received	Fee Paid	Passed To	Date Passed	Insurance Cover
	Receipt No.	POLICE FIREMASTER ENV. SERV PLANNING		