



**PERTH AND KINROSS LICENSING BOARD,
Pullar House, 35 Kinnoull Street, Perth, PH1 5GD**

APPLICATION FOR EXTENDED HOURS

Licensing (Scotland) Act 2005, Section 68

Notes:-

- (1) The Licensing (Scotland) Act 2005, Section 68 permits the holder of a premises licence to apply to extend the licensed hours for the premises in connection with (i) a special event or occasion to be catered for on the premises, or (ii) a special event of local or national significance.
- (2) For Qualifying Clubs holding a premises licence the grant of extended hours will not permit general public entry, only entry in accordance with the club's constitution. If public entry is sought, an Occasional Licence application should be submitted instead.
- (3) Where the premises licence already contains the hours sought there will generally be no need to apply for extended hours provided there is no other restriction within the licence preventing the special event or occasion taking place. Qualifying Clubs are restricted by virtue of their constitution (see (2) above). If you are in any doubt please contact us.
- (3) Before completing this application please consult Perth and Kinross Licensing Board's Policy Statement as to what hours and activities may be considered acceptable. It is available online at www.pkc.gov.uk. Alternatively, contact us on 01738 475180; or email us by using liquorlicensing@pkc.gov.uk.
- (4) No guarantee can be given the application will be determined and the outcome notified where the application is submitted less than 7 weeks prior to the special event or occasion. Applicants are encouraged to provide as much advance notice as possible but not less than 14 days notice should be given.
- (5) A Premises Manager or other agent may sign this application form on behalf of the premises licence holder provided they have the requisite authority from that licence holder to do so.
- (6) The fee of £10 must be paid at the same time as you submit your application form. If it is not, the application may be delayed or rejected.

APPLICATION

Question 1

Name of Premises Licence Holder.

Question 2

Name, address and postcode of licensed premises.

Question 3

Extended hours sought.

Please specify the date(s) and hours sought (maximum one month).

Question 4

Description of special event or occasion.

Question 5

Part of premises where special event or occasion will take place.

Question 6

Describe the activities which are to take place. If there is a programme of events please specify the timings when the activities will take place.

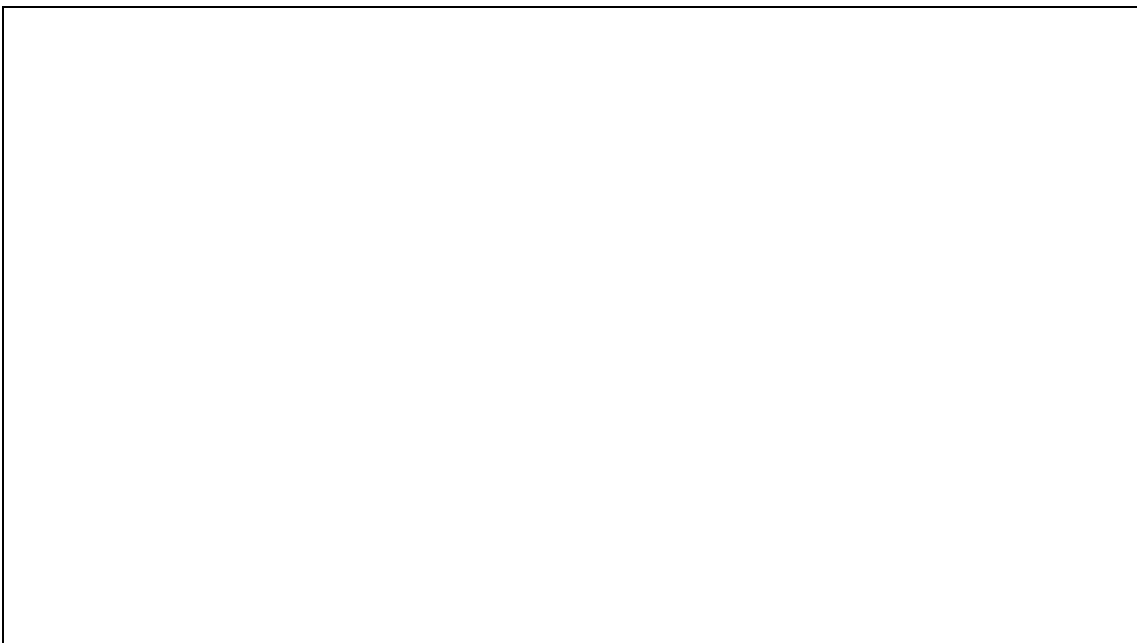
Question 7

Are children and young persons to be permitted entry to the special event or occasion and, if so, please describe the ages, times and terms of entry.



Question 8

Please specify the management arrangements to be in place for the special event or occasion. Where qualified door supervisors are to be used please specify the number and hours they will be present.



Question 9

Where the extended hours sought are outwith Perth and Kinross Licensing Board's policy hours please state why this application should be granted.

If signing on behalf of the applicant please state in what capacity.

The contents of this Application are true to the best of my knowledge and belief.

Signature * (see note below)

Date

Capacity APPLICANT/AGENT (delete as appropriate)

Telephone number and email address of signatory

HOW WE USE YOUR PERSONAL INFORMATION

The information provided by you will be used by Perth & Kinross Council to process your application and thereafter to keep you informed of any updates with regard to your application or licence.

Your information be shared with Police Scotland in order to determine if you are a fit and proper person to hold a licence.

The Council may also check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information from certain third parties or share your information

with them in order to verify its accuracy, prevent or detect crime, protect public funds or where required by law.

You should be aware that the names of individuals who hold this licence appear on a register which is available for public inspection

For further information, please look at our website www.pkc.gov.uk/dataprotection; email dataprotection@pkc.gov.uk or phone 01738 477933.

<u>This section is for use by the Licensing Board only</u>	
Application checklist	
Date received	
Fee amount	
Receipt number	
Received by (INITIALS)	
Consideration date	
Last date for consideration	
Date of initial hearing	
Date of any continued hearing	
Date granted/refused (delete as appropriate)	