

PERTH AND KINROSS LICENSING BOARD

**INFORMATION TO ACCOMPANY APPLICATION FOR PREMISES
LICENCE**

CLUBS

Clubs applying for a premises licence are requested to complete this form, in addition to the application form, operating plan, layout plan and providing a copy of the club's constitution.

There is no legal requirement to complete this form, but the information will be of great assistance to the Board in making its decision about the application. Applicants should note, however, that if sufficient information is provided on this form, it is less likely that there will be a need for the application to be considered by the Board at a Hearing.

Applicants should have regard to the Licensing Board's Policy Statement when completing this form, as this may assist in answering the questions. That is available online at www.pkc.gov.uk/NR/rdonlyres/6385D02F-82F8-4EFD-8D0F-8358A017D56A/0/29November2007version.pdf.

All questions should be answered. Please note that although some questions appear under the heading of one licensing objective, the question and the answer may be equally relevant to one or more of the other objectives.

Premises Name	
Name and position of person completing form	
Section A Licensing Objective - Prevention of Crime and Disorder	
Do you have a written policy in relation to the sale of alcohol to drunk persons?	
Do you maintain an incident book as referred to in the Board's Policy Statement?	
Do you use door stewards and, if so, how many and when?	

Do you have CCTV?	
Please provide any further information outlining in general terms how you will operate your premises to fulfil this Objective:	
<p>Section B</p> <p>Licensing Objective – Securing Public Safety</p>	
Please provide any further information outlining in general terms how you will operate your premises to fulfil this Objective:	
<p>Section C</p> <p>Licensing Objective – Preventing Public Nuisance</p>	
Do you have a policy in relation to the dispersal of patrons from your premises?	
Do you have a litter and waste management programme in place?	
Please provide any further information outlining in general terms how you will operate your premises to fulfil this Objective:	

<p>Section D</p> <p>Licensing Objective – Protecting and Improving Public Health</p>	
<p>Please provide any further information outlining in general terms how you will operate your premises to fulfil this Objective:</p>	
<p>Section E</p> <p>Licensing Objective – Protection of Children from Harm</p>	
<p>Do you have a written policy in relation to the prevention of the sale or supply of alcohol to under 18's?</p>	
<p>Please answer this question only if your application relates to consumption of alcohol <u>on</u> the premises.</p> <p>Where children under 5 are permitted on the premises please state what facilities are in place in accordance with the Board's Policy Statement, as follows:</p> <p>i) a safe high chair facility</p> <p>(ii) heating customer supplied children's food at no extra cost</p> <p>(iii) all heating sources adequately protected</p>	

<p>(iv) safety film placed on glass doors or BS standard safety glass</p> <p>(v) cord safety measures for window blinds</p>	
<p>Please provide any further information outlining in general terms how you will operate your premises to fulfil this Objective:</p>	
<p>Section F</p> <p>General Matters</p>	
<p>Do you have a training policy in place for staff/ persons involved in selling or serving alcohol?</p>	
<p>Do you keep training records for staff/ persons involved in selling or serving alcohol?</p>	
<p>Do you restrict the type of alcohol sold, and if so, to what?</p>	
<p>Section G</p> <p>Documents</p>	
<p>Have you provided a copy of the club constitution with your application? If not, you should do so.</p> <p>The constitution must be in accordance with the criteria set out in The Licensing (Clubs) (Scotland) Regulations 2007, paragraph 2(2).</p>	