

**Please read the checklist below and tick to confirm you have enclosed all of the required information/documents:**

I have made or enclosed payment of the appropriate fee.	
I have enclosed a plan showing the interior layout of the premises and where relevant entertainment will take place for consideration by the Licensing Authority.	
I have enclosed a copy of the "club rules". Such club rules must contain the required conduct of performers which shall include for example, no sex acts, no giving or taking phone numbers (including exchange of business cards).	
I have enclosed a scheme showing the exterior design for consideration by the Licensing Authority.	
I understand and agree that I must send a copy of my completed application to the Chief Officer of Police no later than seven days after the date of the application. I also understand that I must produce evidence of due service of the Notice of Application upon the Chief Officer of Police as required by paragraph 10(14) of Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982.	
I understand that I must now advertise my application on or near the premises for 21 days, starting with the date of the application.	
I understand that I must advertise the application in a local newspaper within seven days after the date of the application and that a copy of the notice of application which has been published must be given to the Licensing Authority in accordance with paragraph 10 (8) of Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982.	

**DECLARATION: I declare that the details in this application are true to the best of my knowledge and belief and acknowledge that if there are any omissions or incorrect statements of a serious nature this may result in the application being refused.**

APPLICANTS ARE INFORMED THAT ANY PERSON WHO, IN CONNECTION WITH AN APPLICATION FOR THE GRANT, RENEWAL, TRANSFER OR VARIATION OF A LICENCE, MAKES A FALSE STATEMENT WHICH HE KNOWS TO BE FALSE IN ANY MATERIAL RESPECT OR WHICH HE DOES NOT BELIEVE TO BE TRUE, IS GUILTY OF AN OFFENCE AND LIABLE, ON SUMMARY CONVICTION, TO A FINE NOT EXCEEDING £20,000.

Signature .....

Name of Signatory .....

Designation of Signatory .....

Date .....