



LICENSING TEAM, ENVIRONMENTAL HEALTH SERVICES

PO Box 67, Ryedale House, Old Malton Road, Malton, YO17 7ZG

Application to vary a club premises certificate to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE COMPLETING APPLICATION

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure your answers are inside the boxes and written in black ink. Use additional sheets if necessary. You may wish to keep a copy of the completed form for your records.

..... (insert name of club) club applies for a club premises certificate under section 84 of the Licensing Act 2003 for the premises described in Part 1 below.

Club premises certificate number

Part 1 – Club Premises Details

Name of club	
Postal address of premises or, if none, ordinance survey map reference or description	
Post town	Post code
Telephone number (if any)	
E-mail address (optional)	

Name of person performing duties of a secretary to the club	
Address of person performing duties of a secretary to the club	
Post town	Post code
Daytime contact telephone number (if any)	
E-mail address (optional)	

Part 2 – Applicant details

Daytime contact telephone number

Email address *(optional)*

Current postal address
if different from
premises address

Post Town

Postcode

Part 3 – Variation

Please tick ✓ Yes

Do you want the proposed variation to have effect as soon as possible?

If not when do you want the variation to take effect from?

Day		Month		Year			
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

If the club's proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

Please give a general description of the premises *(please read guidance note 1)*

Part 4 - Club Operating Schedule

Please complete those parts of the Club Operating Schedule which would be subject to change if this application to vary is successful.

What qualifying club activities do you intend to conduct on the club premises which will be affected by your application.

Please tick ✓ Yes

Provision of regulated entertainment

- | | | |
|----|---|--------------------------|
| a) | plays (if ticking yes, fill in box A) | <input type="checkbox"/> |
| b) | films (if ticking yes, fill in box B) | <input type="checkbox"/> |
| c) | indoor sporting events (if ticking yes, fill in box C) | <input type="checkbox"/> |
| d) | boxing or wrestling entertainment (if ticking yes, fill in box D) | <input type="checkbox"/> |
| e) | live music (if ticking yes, fill in box E) | <input type="checkbox"/> |
| f) | recorded music (if ticking yes, fill in box F) | <input type="checkbox"/> |
| g) | performance of dance (if ticking yes, fill in box G) | <input type="checkbox"/> |
| h) | anything of a similar description to that falling within (e), (f) or (g)
(if ticking yes, fill in box H) | <input type="checkbox"/> |

Provision of entertainment facilities for:

- | | | |
|----|---|--------------------------|
| j) | making music (if ticking yes, fill in box I) | <input type="checkbox"/> |
| k) | dancing (if ticking yes, fill in box J) | <input type="checkbox"/> |
| l) | entertainment of a similar description to that falling within (i) or (j)
(if ticking yes, fill in box K) | <input type="checkbox"/> |

The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club (if ticking yes, fill in box L)

The sale by retail of alcohol by or on behalf of a club to a guest of a member of the club for consumption on the premises where the sale takes place
(if ticking yes, fill in box L)

In all cases complete boxes M, N, O and P

A

Plays Standard days and timings <i>(please read guidance note 6)</i>			Will the performance of a play take place indoors or outdoors or both – please tick (✓) (please read guidance note 2)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 3)	Both	
Tue					
Wed			State any seasonal variations for performing play (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where the club intends to use the premises for the performance of plays at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat					
Sun					

B

Films Standard days and timings <i>(please read guidance note 6)</i>			Will the exhibition of a films take place indoors or outdoors or both – please tick (✓) (please read guidance note 2)	Indoors	
Day	Start	Finish		Outdoors	
Mon			Please give further details here (please read guidance note 3)	Both	
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where the club intends to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 5)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings <i>(please read guidance note 6)</i>			Please give further details <i>(please read guidance note 3)</i>	
Day	Start	Finish		
Mon			State any seasonal variations for indoor sporting events <i>(please read guidance note 4)</i>	
Tue				
Wed				
Thur				
Fri				Non standard timings. Where the club intends to use the premises for indoor sporting events at different times to those listed in the column on the left, please list. <i>(please read guidance note 5)</i>
Sat				
Sun				

D

Boxing or wrestling entertainment Standard days and timings <i>(please read guidance note 6)</i>			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (✓) <i>(please read guidance note 2)</i>	
Day	Start	Finish	Indoors	Outdoors
Mon				
Tue				
Wed				
Thur				
Fri				
Sat				
Sun				

E

Live music Standard days and timings <i>(please read guidance note 6)</i>			Will the performance of live music take place indoors or outdoors or both – please tick (✓) <i>(please read guidance note 2)</i>	Indoors	
Day	Start	Finish		Outdoors	
Mon			Both		
Tue					
Wed					
Thur					
Fri					
Sat					
Sun					

Please give further details here *(please read guidance note 3)*

State any seasonal variations for the performance of live music *(please read guidance note 4)*

Non standard timings. Where the club intends to use the premises for the performance of live music at different times to those listed in the column on the left, please list. *(Please read guidance note 5)*

F

Recorded music Standard days and timings <i>(please read guidance note 6)</i>			Will the playing of recorded music take place indoors or outdoors or both – please tick (✓) <i>(please read guidance note 2)</i>	Indoors	
Day	Start	Finish		Outdoors	
Mon			Both		
Tue					
Wed					
Thur					
Fri					
Sat					
Sun					

Please give further details here *(please read guidance note 3)*

State any seasonal variations for the playing of recorded music *(please read guidance note 4)*

Non standard timings. Where the club intends to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list. *(please read guidance note 5)*

G

Performance of dance Standard days and timings (please read guidance note 6)			Will the performance of dance take place indoors or outdoors or both – please tick (✓) (please read guidance note 2)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for the performance of dance (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where the club intends to use the premises for the performance of dance at different times to those listed in the column on the left, please list. (please read guidance note 5)		
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment that the club will be providing		
			Will the entertainment take place indoors or outdoors or both – please tick (✓) (please read guidance note 2)	Indoors	
				Outdoors	
				Both	
Day	Start	Finish			
Mon			Please give further details here (please read guidance note 3)		
Tue					
Wed			State any seasonal variations for the entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 4)		
Thur					
Fri			Non standard timings. Where the club intends to use the premises for the entertainment of a similar description to that falling within e), f) or g) at different times to those listed in the column on the left, please list. (please read guidance note 5)		
Sat					
Sun					

I

Provision of facilities for making music <i>Standard day and timings (please read guidance note 6)</i>			Please give a description of the facilities for making music that the club will be providing			
			Will the facilities for making music be indoors or outdoors or both – please tick (✓) <i>(please read guidance note 2)</i>		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	Please give further details here <i>(please read guidance note 3)</i>			
Mon						
Tue			State any seasonal variations for the provision of facilities for making music <i>(please read guidance note 4)</i>			
Wed						
Thur			Non standard timings. Where you intend to use the premises for the provision of facilities for making music at different times to those listed in the column on the left, please list. <i>(please read guidance note 5)</i>			
Fri						
Sat						
Sun						

J

Provision of facilities for dancing <i>Standard timings (please read guidance note 6)</i>			Please give a description of the type of facilities for dancing that the club will be providing			
			Will the facilities for dancing be indoors or outdoors or both – please tick (✓) <i>(please read guidance note 2)</i>		Indoors	
					Outdoors	
					Both	
Day	Start	Finish	Please give further details here <i>(please read guidance note 3)</i>			
Mon						
Tue			State any seasonal variations for the provision of dancing facilities <i>(please read guidance note 4)</i>			
Wed						
Thur			Non standard timings. Where the club intends to use the premises for the provision of facilities for dancing at different times to those listed in the column on the left, please list. <i>(please read guidance note 5)</i>			
Fri						
Sat						
Sun						

K

Provision of facilities for entertainment of a similar description to that falling within I or J Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment facility the club will be providing			
			Will the entertainment facility be place indoors or outdoors or both – please tick (✓) (please read guidance note 2)	Indoors		
Outdoors						
Both						
Day	Start	Finish	Please give further details here (please read guidance note 3)			
Mon						
Tue						
Wed					State any seasonal variations for the provisions of facilities for entertainment of a similar description to that falling within I or J (please read guidance note 4)	
Thur						
Fri						
Sat					Non standard timings. Where the club intends to use the premises for the provision of facilities for entertainment of a similar description to that falling within I or J at different times to those listed in the column on the left, please list. (please read guidance note 5)	
Sun						

L

Supply of alcohol Standard days and timings (please read guidance note 6)			Will the supply of alcohol be for consumption on or off the premises or both – please tick (✓) (please read guidance note 7)		On the premises					
					Off the premises					
Day	Start	Finish	State any seasonal variations (please read guidance note 4)							
Mon										
Tue										
Wed							Non standard timings. Where the club intends to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list. (please read guidance note 5)			
Thur										
Fri										
Sat										
Sun										

M

Hours premises are open to members and guests Standard days and timings <i>(please read guidance note 6)</i>			State any seasonal variations <i>(please read guidance note 4)</i>
Day	Start	Finish	
Mon			
Tue			
Wed			
Thur			
Fri			Non standard timings. Where the club intends the premises to be open to members and guests at different times from those listed in the column on the left, please list. <i>(please read guidance note 5)</i>
Sat			
Sun			

N

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children *(please read guidance note 8)*

O

Please identify those conditions currently imposed on the certificate which you believe could be removed as a consequence of the proposed variation you are seeking

I have enclosed the club premises certificate

I have enclosed the relevant part of the club premises certificate

Please tick ✓yes

If you have not ticked one of these boxes please fill in reasons for not including the certificate or part of it below:

Reasons why the club has failed to enclosed the club premises certificate or relevant part of it

O

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

a) General – all four licensing objectives (b, c, d, e) (please read guidance note 9)

b) The prevention of crime and disorder

c) Public safety

d) The prevention of public nuisance

e) The protection of children from harm

- | | | |
|--|--------------------------|--------------------------|
| | Please tick ✓ | Yes |
| • I have made or enclosed payment of the fee | <input type="checkbox"/> | <input type="checkbox"/> |
| • I have sent copies of this application and the plan to responsible authorities | <input type="checkbox"/> | <input type="checkbox"/> |
| • I understand that I must now advertise my application | <input type="checkbox"/> | <input type="checkbox"/> |
| • I have enclosed the club premises certificate or relevant part of it or explanation | <input type="checkbox"/> | <input type="checkbox"/> |
| • I understand that if I do not comply with the above requirements my application will be rejected | <input type="checkbox"/> | <input type="checkbox"/> |

IT IS AN OFFENCE, LIABLE ON CONVICTION TO A FINE UP TO LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003 TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Part 5 – Signatures *(please read guidance note 10)*

I *(insert full name)* **make this application on behalf of the club and have authority to bind the club.**

Signature

Date

Capacity

Address for correspondence associated with this application <i>(please read guidance note 11)</i>	
Post town	Post code
Telephone number <i>(if any)</i>	
If you would prefer us to correspond with you by email your email address	

Notes for guidance

1. Describe the premises. For example the type of premises, its general situation and layout and any other information which would be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and the club intends to provide a place for consumption of these off-supplies you must include a description of where the place is and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate. Indoors may include a tent.
3. Please state the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day i.e. Christmas Eve.
6. Please 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.
7. If the club wishes members and their guests to be able to consume alcohol on the premises please tick on, if the club wishes people to be able to purchase alcohol to consume away from the premises please tick off. If the club wishes people to be able to do both please tick both.
8. Please list here steps you will take to promote all four licensing objectives together.
9. The application form must be signed by someone with the authority to bind the club.
10. This is the address, which we shall use to correspond with you about this application.