

LICENSING PRE-APPLICATION ADVICE REQUEST FORM

North Lincolnshire Council is under a duty to protect the public funds it administers and to prevent and detect crime, and to this end may use the information you have provided on this form within this authority for the prevention and detection of fraud or crime. It may also share this information with other bodies administering public funds solely for these purposes.

Type of Application:

Alcohol & Entertainment

Animal Welfare

Gambling

Street Trading & Highways

Hackney Carriage & Private Hire

Sex Establishment

Approved Premises for Marriages

Other Licences & Registrations

Business Name

Premises Address

Postcode

Telephone Number

Email Address

Applicant Details

Title

Surname

Forenames

Home Address

Postcode

Telephone Number

Email Address

Description of Proposal – Please give as much information as possible

Have you previously contacted Licensing about a similar proposal?

Yes

No

If 'Yes' please give dates and Officer name

What we will do

- Offer advice on appropriate conditions, which will be taken from a standard pool of conditions, where appropriate or how to comply with conditions where they are in force
- Consult with relevant Responsible Authorities in relation to possible conditions they would like to see on an application
- Advise on drawing up the plans to accompany the application in accordance with any relevant regulations
- Assist with the content of advertising and notices
- Visit the site to ensure that plans are correct and compliant and that the premises conforms to any conditions or regulations as appropriate and to ensure that any statutory notices are displayed

What we won't do

- We are not responsible for advertising the application, this shall be done by the applicant
- The Officer giving advice shall not process or determine the application or attend any Hearing where representations are made
- The pre-application advice service shall end when an application is submitted

The final decision is made by Council Members or under delegated authority after the application has been submitted and is subject to a statutory/tacit consultation period.

You should therefore be aware that the Council's Officers are unable to give any guarantees about the decision that will be made on an application.

Applicant Signature

Date

OFFICE USE ONLY

Cost Centre

NEL001

Income Code

9094

Fee:

£

Receipt No: