

(Before completing application form please refer to Late Hours Catering Notes)

ANGUS COUNCIL
CIVIC GOVERNMENT (SCOTLAND) ACT 1982
APPLICATION for LATE HOURS CATERING LICENCE

PLEASE TICK FOR
Grant
 or
Renewal

1. Full name of applicant (including maiden name if applicable), company or organisation to be licensed		
2. Home Address/Business Address (including postcode) Telephone Number/Mobile Number E-mail address	Home	Business
3. Applicant's date and place of birth		
4. If company or organisation, state names, private addresses and dates of birth of all directors, partners office bearers or other persons responsible for the management of the company		
5. Full name(s), address(es) and date(s) of birth of person(s) or employee(s) or agent who will carry on day-to-day management of the use of the premises for late hours catering		
6. Name (if any) and address of premises for which a licence is required (hereinafter referred to as "the premises")		
7. Specify whether premises are sit-in restaurant or carry out		
8. Specify days and times when it is proposed the premises will be open for late hours catering and whether there are any restrictions on hours of opening imposed by the planning authority		

FOR OFFICE USE ONLY

PLEASE COMPLETE REVERSE OF FORM

Date, Amount and Receipt Number	Date Passed to Consultees	Date Observations Received	Certificate of Compliance Received
		Police Planning..... Fire Finance	
		ECP	
Date of Decision	Decision	Expiry Date	Licence Number and Date of Issue

9. State below particulars of any convictions or offences against the applicant or any person(s) named in questions 4 and 5 overleaf. Please note that these convictions and any future convictions may be referred to the Civic Licensing Committee and may be dealt with in public. Convictions which are spent under the Rehabilitation of Offenders Act 1974 do not have to be included but may also, in certain circumstances, be referred to by the Committee:- (continue on a separate sheet if necessary):-

Name of Person	Date	Court	Offence	Sentence/Fine

DECLARATIONS:-

1.(a) I/We declared that in accordance with paragraph 2(2) of Schedule 1 of the Civic Government (Scotland) Act 1982, I/we shall, for a period of 21 days **commencing with the date on which this application was submitted to the Council**, display at or near the premises so that it can conveniently be read by the public a notice complying with the requirements of paragraph 2(3) of the said Schedule.

OR

(b) I/We declare that I/we are unable to display a notice of this application at or near the premises because I/we have no rights of access or other rights enabling me/us to do so, but that I/we have taken the following steps to acquire the necessary rights, namely:- (here specify the steps taken)

but have been unable to display the notice.

Delete part (a) or (b) as appropriate. Where declaration (a) is made there must be produced as soon as possible after the expiry of the 21 day period a Certificate of Compliance with paragraph 2(2) of the said Schedule.

2. Angus Council is under a duty to protect the public funds it administers. As a result, the information you have provided or the information provided about you by a third party will be passed to the Council's Finance Division to check whether you have outstanding debts with the Council in relation to such matters as Council tax and non-domestic rates. The Council may also share information about you with other Departments of the Council and with other bodies administering public funds for the prevention of crime and the detection of fraud, such as Government departments and other local authorities.

3. I declare that the particulars given by me on this form are correct to the best of my knowledge and belief. I authorise the use of all information which I have provided for the above purposes. I hereby make application to Angus Council for the grant or renewal of the licence applied for.

Date.....
Signature of Applicant (or agent if applicable)
 Position of Applicant in company (if not otherwise stated)
 Address of Agent (if applicable)

NOTES

- To be lodged with the Head of Law and Administration, Angus Council, Forfar together with the appropriate lodging fee. The application will not be processed without payment of the appropriate fee.**
- Any person who in, or in connection with, the making of this application makes any statement which he knows to be false or recklessly makes any statement which is false in a material particular shall be guilty of an offence and liable, on summary conviction, to a fine not exceeding £2,500.**