

# ANGUS LICENSING BOARD

## LICENSING (SCOTLAND) ACT 2005, SECTION 29

### APPLICATION FOR VARIATION OF A PREMISES LICENCE (WHICH IS NOT A MINOR VARIATION)

This application should only be completed by the Licence Holder of the appropriate Premises Licence or by their Agent.

#### SECTION 1: PREMISES LICENCE DETAILS

##### 1(a) Premises Licence Number

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##### 1(b) Name and Address of Premises

Post Code		Phone No.	

##### 1(c) Full Name(s) and Address(es) of current licence Holder(s)

Post Code		Phone No.	

#### SECTION 2: TYPE OF VARIATION

This application for Variation , which is not a Minor Variation, of a Premises Licence is made under Section 29(5) of the Licensing (Scotland) Act 2005 in order to vary- **(Tick all relevant boxes)**

- a condition(s) to which the Premises Licence is subject
- information contained within the Operating Plan of the Premises Licence
- the Layout Plan of the Premises Licence
- other information contained or referred to in the Premises Licence (including any addition, deletion or other modification).

### SECTION 3: DETAILS OF VARIATION

Please complete all parts of Section 3 answering 'Not Applicable' where appropriate.

**3(a) Variation of the Condition(s) to which the Premises Licence are subject.** *(Note that the Mandatory Conditions may not be varied)*

Provide details of the Condition(s) to be varied and the variation(s) being sought

**3(b) Variation of the information contained within the Operating Plan of the Premises Licence**

Give details of the change(s) proposed making reference to the number(s) of the relevant section(s) of the operating plan.

**3(c) Variation of the Layout Plan of the Premises Licence**

The new Layout Plan should incorporate the existing layout as well as the proposed changes to it. Please provide 7 copies (*See note 1*)

In addition please describe below the proposed change(s) to the Layout Plan.

**3(d) Variation of any other information contained or referred to in the licence**

Provide details below of any other variation sought to the Premises Licence  
(*e.g. Alteration to the description of the premises contained within the Premises Licence*)

**SECTION 4: SENDING IN THE LICENCE**

(*See note 2*)

Does the appropriate Premises Licence accompany this application?

- YES**                       **NO**

If the answer is **NO**, please provide an explanation by ticking the relevant box and providing details if indicated.

I am unable to produce the Premises Licence because...

- the licence has not yet been issued by the Board
- the licence has already been returned to the Board in respect of an earlier application for variation or transfer
- other (provide details)  
(*See note 3*)

.....

**SECTION 5: ADDITIONAL APPLICATIONS**

Is this application to be considered with an application to Transfer the Premises Licence? (See note 4)

- YES
- NO

Where the answer is 'yes' please indicate the order in which the applications are to be considered:-

- Application for Transfer of the Premises Licence followed by Application for Variation of the Premises Licence.
- Application for Variation of the Premises Licence followed by Application for Transfer.

*Note that where the first application for consideration is refused the other application will also fail.*

**NOTE: THE INFORMATION SUBMITTED ON THIS FORM MAY BE HELD ON AN ELECTRONIC REGISTER AVAILABLE TO THE PUBLIC**

**DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT**

I confirm that (a) the contents of this Application are true to the best of my knowledge and belief; and (b) the appropriate fee is enclosed. (See note 5)

**Signature**

.....

**Date**

.....

**Capacity: e.g. Applicant / Agent**

.....

**Where signing as agent please provide agent's name, address, phone number and (if applicable) email address**

.....  
.....  
.....

**Note 1:**

For further details of the format requirements for Layout Plans please refer to Paragraph 5 of the Premises Licence (Scotland) Regulations 2007.

**Note 2:**

The premises licence (including summary licence, operating plan and layout plan) requires to be returned to Angus Licensing Board with the application so that the licence documents can be updated to reflect the details of any variation granted. Any certified copies of the Premises Licence may also require to be updated to reflect the details of the variation.

**Note 3:**

If you are unable to produce the Premises Licence because it has been lost, stolen, damaged or destroyed an application for a replacement Premises Licence must accompany this application, together with the appropriate fee.

**Note 4:**

This refers to an application to Transfer the Premises Licence made under either Section 33(1) or Section 34(1) of the Licensing (Scotland) Act 2005

**Note 5:**

The fee payable in respect of an application for variation (which is not a minor variation) is £172

If the application is submitted together with an application for Transfer of the Premises Licence the combined fee for both applications is £210.

**Contact Us:**

**Angus Licensing Board**  
Angus House  
Orchardbank Business Park  
Forfar  
DD8 1AN

**Phone:** 01307 476251 or 476256  
**Fax:** 01307 476299

FOR OFFICE USE ONLY			
<b>Date, Amount &amp; Receipt No.</b>	<b>Date Passed to Consultees</b>	<b>Date Observations Received</b>	<b>Is this a conjoined application</b>
			<b>YES/NO</b>
<b>Date of Decision</b>	<b>Decision</b>		<b>Licence No. and Date of Issue</b>

**ANGUS LICENSING BOARD**

**OPERATING PLAN**

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

**Question 1**

STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH

1(a) Will alcohol be sold for consumption solely ON the premises?	YES/NO*
1(b) Will alcohol be sold for consumption solely OFF the premises?	YES/NO*
1(c) Will alcohol be sold for consumption both ON and OFF the premises?	YES/NO*
*Delete as appropriate	

**Question 2**

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **ON** PREMISES

Day	ON Consumption	
	Opening time	Terminal hour
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

**Question 3**

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **OFF** PREMISES

Day	OFF Consumption	
	Opening time	Terminal hour
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

**Question 4**

**SEASONAL VARIATIONS**

Does the applicant intend to operate according to seasonal demand	YES/NO*
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\*If YES – provide details

**Question 5**

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

COL. 1 5(a) Activity	COL. 2 Please confirm YES/NO	COL. 3 To be provided during core licensed hours – please confirm YES/NO	COL. 4 Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Accommodation		N/A	N/A
Conference facilities			
Restaurant facilities			
Bar meals			
5(b) Activity Social functions including:	Please confirm YES/NO	To be provided during core licensed hours – please confirm YES/NO	Where activities are also to be provided outwith core licensed hours please confirm YES/NO
Receptions including Weddings, funerals, birthdays, retirements etc.			
Club or other group meetings etc.			

<b>5(c)</b> <b>Activity</b> <b>Entertainment including:</b>	<b>Please confirm</b> <b>YES/NO</b>	<b>To be provided</b> <b>during core</b> <b>licensed hours –</b> <b>please confirm</b> <b>YES/NO</b>	<b>Where activities are</b> <b>also to be provided</b> <b>outwith core licensed</b> <b>hours please confirm</b> <b>YES/NO</b>
<i>Recorded music – see 5(g)</i>			
<i>Live performances – see 5(g)</i>			
<i>Dance facilities</i>			
<i>Theatre</i>			
<i>Films</i>			
<i>Gaming</i>			
<i>Indoor/outdoor sports</i>			
<i>Televised sport</i>			
<b>5(d)</b> <b>Activity</b>	<b>Please confirm</b> <b>YES/NO</b>	<b>To be provided</b> <b>during core</b> <b>licensed hours –</b> <b>please confirm</b> <b>YES/NO</b>	<b>Where activities are</b> <b>also to be provided</b> <b>outwith core licensed</b> <b>hours please confirm</b> <b>YES/NO</b>
<i>Outdoor drinking facilities</i>			
<b>5(e)</b> <b>Activity</b>	<b>Please confirm</b> <b>YES/NO</b>	<b>To be provided</b> <b>during core</b> <b>licensed hours –</b> <b>please confirm</b> <b>YES/NO</b>	<b>Where activities are</b> <b>also to be provided</b> <b>outwith core licensed</b> <b>hours please confirm</b> <b>YES/NO</b>
<i>Adult entertainment</i>			

*Where you have answered YES in respect of any entry in column 4 above, please provide further details below.*

5(f) any other activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below.

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5(g) Late night premises opening after 1.00am

Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?	YES/NO*
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When fully occupied, are there likely to be more customers standing than seated?	YES/NO*
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*Delete as appropriate	
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**Question 6 (On-sales only)**

CHILDREN AND YOUNG PERSONS

6(a)	When alcohol is being sold for consumption on the premises will children or young persons be allowed entry	YES/NO*
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	*Delete as appropriate	
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6(b) Where the answer to 6(a) is YES provide statement of the **TERMS** under which they will be allowed entry

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6(c) Provide statement regarding the **AGES** of children or young persons to be allowed entry

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6(d) Provide statement regarding the **TIMES** during which children and young persons will be allowed entry

6(e) Provide statement regarding the **PARTS** of the premises to which children and young persons will be allowed entry

**Question 7**

**CAPACITY OF PREMISES**

*What is the proposed capacity of the premises to which this application relates?*

**Question 8**

**PREMISES MANAGER (NOTE: not required where application is for grant of provisional premises licence)**

*Personal details*

8(a) Name

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8(b) Date of birth

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8(c) Contact address

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8(d) Email address

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8(e) Personal licence

<i>Date of issue</i>	<i>Name of Licensing Board issuing</i>	<i>Reference no. of personal licence</i>

**DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT**

**If signing on behalf of the applicant please state in what capacity.**

The contents of this operating plan are true to the best of my knowledge and belief.

Signature ..... \* (see note below)

Date .....

Capacity ..... APPLICANT/AGENT (delete as appropriate).

Telephone number and email address of signatory .....

**\* Data Protection Act 1998**

The information on this form may be held on an electronic public register which may be available to members of the public on request.