

ANGUS LICENSING BOARD

LICENSING (SCOTLAND) ACT 2005, SECTION 34(1)

APPLICATION FOR TRANSFER OF A PREMISES LICENCE BY A PERSON OTHER THAN THE LICENCE HOLDER

This application should only be completed by the Proposed Transferee or by their Agent. Note that unless the application is submitted within 28 days of the event which entitles the applicant to apply, the premises licence may cease to have effect.

SECTION 1: PREMISES LICENCE DETAILS

1(a) Premises Licence Number

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1(b) Name and Address of Premises

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Post Code		Phone No.	
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1(c) Full Name(s) and Address(es) of Current Licence Holder(s)

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Post Code		Phone No.	
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SECTION 2: TRANSFEREE INFORMATION

Where it is intended to transfer the premises licence to an **individual** only complete part **(a)** of this section.

Where the transferee is a **partnership, company, club or other body** please complete part **2(b), 2(c)** or **2(d)** as applicable **AND** part **2(e)**.

2(a) Full Name(s), Home Address(es), Date(s) and Place(s) of Birth of Individual Transferee(s)

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Post Code		Phone No.	
Date of Birth		Place of Birth	

2(b) Where applicant is a Partnership, Full Name and Address of Partnership

Post Code		Phone No.	

2(c) Where applicant is a Company, Full Name, Address of Registered Office and Company Registration Number

Company Registration Number			
Post Code		Phone No.	

2(d) Where applicant is a Club or other body, Full Name and Address of Club or other body

Post Code		Phone No.	

2(e) Where transferee is a partnership, company, club or other body please provide the names, home addresses, dates and places of birth of all connected persons, as defined by Section 147(3) of the Licensing (Scotland) Act 2005

Post Code		Phone No.	
Date of Birth		Place of Birth	
Post Code		Phone No.	
Date of Birth		Place of Birth	

IF NECESSARY CONTINUE ON A SEPARATE PAGE WHICH SHOULD BE SIGNED AT THE BOTTOM

2(f) Details of convictions for relevant or foreign offences

Please provide details of all convictions for relevant or foreign offences, not considered spent under the Rehabilitation of Offenders Act 1974, in respect of the proposed transferee and any connected person.
(see Note 1)

Name	Date of Conviction or Sentence	Court	Offence	Penalty

IF NECESSARY CONTINUE ON A SEPARATE PAGE WHICH SHOULD BE SIGNED AT THE BOTTOM

SECTION 3: PREMISES MANAGER DETAILS

3(a) Full Name and Address of Premises Manager

Post Code		Phone No.	

3(b) Date of Premises Manager

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3(c) Email Address of Premises Manager

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3(d) Details of Personal Licence held by Premises Manager

Date of Issue	Name of Licensing Board Issuing	Licence No. of Personal Licence

Please note that the holder of a Personal Licence may only be names as the Premises Manager of one premises in Scotland at any time subject to Article 4 of the Licensing (Vessels etc.) (Scotland) Regulations 2007.

SECTION 4: REASON FOR APPLICATION

Please confirm why the application for transfer has not been lodged by the Premises Licence Holder.
The Premises Licence Holder, being an individual has-

- died
- become incapable within the meaning of Section 1(6) of the Adults with Incapacity (Scotland) Act 2000
- The Premises Licence Holder being an individual, partnership or company has become insolvent
- The Premises Licence Holder (not being an individual, a partnership or a company) has been dissolved, and
- The business carried on in the licensed premises to which the licence relates is transferred (whether by sale or otherwise) to the applicant.

Please submit with the application documentary evidence of the death or other event ticked above, including the date of the event. Please also provide evidence of your entitlement to apply (e.g. Power of Attorney, Death Certificate with Will appointing you as Executor).

SECTION 5: LICENCE TO BE AMENDED

Does the appropriate Premises Licence accompany this application? (see note 2)

- YES NO

If the answer is NO, please provide an explanation by ticking the relevant box and providing further 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
- the licence has been lost, stolen, damaged or destroyed (see note 3)
- Other (provide details)

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

The information you have provided on this Application form, and from supporting documentary evidence – where applicable, will be processed by The Angus Licensing Board (the “data controller”) in compliance with the General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018 in order to process your Licensing Application.

For the purpose of dealing with your Application (in order to process your application), we will share your information in accordance with the Licensing (Scotland) Act 2005 and other applicable licensing legislation with internal services of Angus Council.

The Council may also check information provided by you, or information about you provided by a third party such as NHS Tayside, Scottish Fire and Rescue Service, Scottish Ambulance Service and Police Scotland with other information held by us. We may also get information from those third parties or share your information with them in order to check its accuracy, prevent or detect crime, protect public safety, protect public funds or where required by law.

Please note that you should read this service specific Privacy Notice in conjunction with the Angus Licensing Board’s Full Privacy Statement which is accessible on the council’s website at:

https://www.angus.gov.uk/council_and_democracy/council_information/information_governance/council_and_services_privacy/angus

I understand that Angus Council are permitted to accept applications for the grant of this licence; objections or representations; and notifications of any change to the licence, by means of electronic communication. Applications, objections, representations or notifications can be sent to the Council by email to LAWLicensing@angus.gov.uk.

I permit Angus Council to give notice and provide reasons in relation to granting, refusing, renewing, changing, altering, varying, suspending, and revoking the licence by means of email. I authorise the email address provided by me on this application to be used for this purpose.

Data Protection Act 2018

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

PLEASE NOTE – IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

Criminal Law (Consolidation) (Scotland) Act 1995 Section 44(2)(b)

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 4 below)

Signature

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Date

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Capacity: e.g. Applicant, Agent.

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

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Note 1:

Please refer to the Licensing (Relevant Offences) (Scotland) Regulations 2007 for information on relevant offences.

Note 2:

The premises licence (including summary licence, operating plan and layout plan) must be returned to Angus Licensing Board so that the licence documents can be updated to reflect the details of any transfer granted

Please note also that once the transfer is completed, any certified copies of the appropriate Premises Licence may require to be updated to reflect the details of the transfer.

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 and the appropriate fee must accompany this application

Note 4:

The fee payable in respect of this application is £46.00

If this application is submitted together with an application for a Variation which is a Minor Variation of the Premises Licence the combined fee for both applications is £74.00

If this application is submitted together with an application for a Variation which is not a Minor Variation of the premises licence the combined fee for both applications is £265.00.

Contact Us:

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

Email: LAWLicensing@angus.gov.uk

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