

Licensing Act 2003 – Sections 82 and 83

Notification of change of name and address and change of rules

To (name of council)

Of (address of council)

I, (name)

the secretary of the club

Of (personal address)

In respect of club premises known as (name of club)

Hereby notify you of a change of [name] [address] [alteration of club rules] namely:

Telephone number

Address for correspondence if different from above:

I enclose a fee of £*

[I hereby enclose the club premises certificate]

[I hereby state the reasons for failing to produce the club premises certificate are:]

Dated.....

Signed.....

Delete words in square brackets which do not apply

The secretary of the club commits an offence if he fails to comply with the requirements of subsection 82(1), 83(1) or 83(3) of the Act. A person guilty of an offence under sub-section 82(6) or 83(7) is liable on summary conviction to a fine not exceeding level 2 on the standard scale.

*contact the licensing Authority to obtain the amount of the current prescribed fee which must accompany this application

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