

## PUBLIC NOTICE LICENSING ACT 2003

### To whom it may concern:

I/We (1)

Do hereby give notice that I/we have applied to the Licensing Authority at Runnymede Borough Council for (variation of) our (2) Premises Licence/Club Registration Certificate at (3)

and known as (4)

The application is to:- (5)

Any person wishing to make representations to this application may do so by writing to Runnymede Borough Council, Licensing Section, Civic Centre, Station Road, Addlestone, Surrey, KT15 2AH or by email to [licensing@runnymede.gov.uk](mailto:licensing@runnymede.gov.uk) not later than (6) ..... Representations received after this date will not be considered.

A copy of the application can be viewed at Runnymede Borough Council, Civic Centre, Station Road, Addlestone, during normal office hours.

It is an offence knowingly or recklessly to make a false statement in connection with this application, the maximum fine on summary conviction being £5,000.

Signed: .....  
*Applicant / on behalf of the applicant*

Dated: .....

*(Note: This notice must be **published** during the period of 10 working days starting on the day after the day on which the application was submitted to Runnymede Borough Council )*

- (1) *Insert name of applicant (normally holder of Premises Licence or club Premises Certificate)*
- (2) *Delete that not applicable*
- (3) *Insert postal address of premises*
- (4) *Insert name premises is known by*
- (5) *Insert brief description of operation (e.g. The terminal hour is midnight on Fridays and Saturdays/to include non-amplified entertainment until midnight etc)*
- \* *Regulation 25 & 26 of the Licensing Act 2003 (Premises Licences and club premises certificates) Regulations 2005*
- (6) *Insert date 28 days after the date the application is delivered to the Local Authority*