# Public Notice

## Licensing Act 2003: Minor Variation of Premises Licence

I/We **[insert name of applicant (normally holder of Premises Licence or club Premises Certificate)]**

Do hereby give notice that I/we have applied to the Licensing Authority at Elmbridge Borough Council for a minor variation to the Premises Licence/Club Registration Certificate **[delete as applicable]** at

**[insert postal address of premises]**

and known as **[insert name premises is known by]**

The application is to: **[insert brief description of proposed variation]**

Any person wishing to make representations to this application may do so by writing to Elmbridge Borough Council, Environmental Health & Licensing, Civic Centre, High Street, Esher, Surrey KT10 9SD not later than **[insert date 10 working days after the date the application is given to the Local Authority].** Representations received after this date cannot be considered.

A copy of the application can be viewed at Elmbridge Borough Council,

Civic Centre, Esher, Surrey KT10 9SD during normal office hours. (9am – 5pm)

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: ……………………………………………