

\* required information

| Section 1 of 21   |                              |  |  |  |
|---|------------------------------|--|--|--|
| You can save the form at any time and resume it later. You do not need to be logged in when you resume. |                              |  |  |  |
| System reference  | Not Currently In Use         | This is the unique reference for this application generated by the system.   |  |  |
| Your reference  | 227-24                       | You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.   |  |  |
| Are you an agent acting on be<br>Yes  N   | half of the applicant?<br>Io | Put "no" if you are applying on your own<br>behalf or on behalf of a business you own or<br>work for.  |  |  |
| Applicant Details   |                              |  |  |  |
| * First name  | Saheb                        |  |  |  |
| * Family name   | AHMADI                       |  |  |  |
| * E-mail  |                              | 7  |  |  |
| Main telephone number   |                              | Include country code.  |  |  |
| Other telephone number  |                              |  |  |  |
| Indicate here if you would prefer not to be contacted by telephone                                      |                              |  |  |  |
| Are you:  |                              |  |  |  |
| <ul> <li>Applying as a business or organisation, including as a sole trader</li> </ul>                  |                              | A sole trader is a business owned by one   |  |  |
| <ul> <li>Applying as an individual</li> </ul>   |                              | person without any special legal structure.<br>Applying as an individual means you are<br>applying so you can be employed, or for<br>some other personal reason, such as<br>following a hobby. |  |  |

| Continued from previous page                                       |  |  |
|--|--|--|
| Your Address   |  |  |
| * Building number or name  |  |  |
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| described in section 2 below (t<br>in accordance with section 12 d | he premises) and I/we are making this applicati  | ne Licensing Act 2003 for the premises<br>ion to you as the relevant licensing authority |
| Premises Address   |  |  |
| Are you able to provide a post                                     | al address, OS map reference or description of t | he premises?   |
| Address OS ma  | p reference O Description                        |  |
| Postal Address Of Premises   |  |  |
| Building number or name  | 78   |  |
| Street   | West Green Road                                  |  |
| District   | Tottenham  |  |
| City or town   | LONDON   |  |
| County or administrative area                                      | London Borough of Harnigey                       |  |
| Postcode   | N15 5NS  |  |
| Country  | United Kingdom                                   |  |
| Further Details  |  |  |
| Telephone number   |  |  |
| Non-domestic rateable value of premises (£)                        | 17,250   |  |
|  |  | 1  |

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| Socti           | on 3 of 21   |  |  |  |
|-----------------|--|--|--|--|
|                 | ICATION DETAILS  |  |  |  |
|                 |  | ng for the premises licence?   |  |  |
| $\boxtimes$     | An individual or individua   |  |  |  |
|                 | A limited company / limit  | ed liability partnership   |  |  |
|                 | A partnership (other than  | limited liability)   |  |  |
|                 | An unincorporated assoc  | iation   |  |  |
|                 | Other (for example a state   | utory corporation)   |  |  |
|                 | A recognised club  |  |  |  |
|                 | A charity  |  |  |  |
|                 | The proprietor of an educ  | cational establishment   |  |  |
|                 | A health service body  |  |  |  |
|                 |  | ed under part 2 of the Care Standards Act<br>n independent hospital in Wales |  |  |
|                 | A person who is registered under Chapter 2 of Part 1 of the Health and<br>Social Care Act 2008 in respect of the carrying on of a regulated<br>activity (within the meaning of that Part) in an independent hospital in<br>England |  |  |  |
|                 | The chief officer of police of a police force in England and Wales   |  |  |  |
| Conf            | irm The Following  |  |  |  |
| $\boxtimes$     | I am carrying on or propo<br>the use of the premises fo  | osing to carry on a business which involves<br>or licensable activities      |  |  |
|                 | ] I am making the application pursuant to a statutory function   |  |  |  |
|                 | I am making the application pursuant to a function discharged by virtue of His Majesty's prerogative   |  |  |  |
| Section 4 of 21 |  |  |  |  |
| INDI            | /IDUAL APPLICANT DET/  | AILS   |  |  |
|                 | l <b>icant Name</b><br>e name the same as (or sim  | nilar to) the details given in section one?                                  | If "Yes" is selected you can re-use the details  |  |
| •               | Yes  | ⊖ No   | from section one, or amend them as required.<br>Select "No" to enter a completely new set of<br>details. |  |
| First           | name   | Saheb  |  |  |
| Fami            | ly name  | AHMADI   |  |  |
| Is the          | e applicant 18 years of age  | or older?  |  |  |
| •               | Yes  | ○ No   |  |  |

| Continued from previous page            |   |  |
|---|---|--|
| <b>Current Residential Addres</b>       | s   |  |
| Is the address the same as (or<br>• Yes | r similar to) the address given in section one? | If "Yes" is selected you can re-use the details<br>from section one, or amend them as<br>required. Select "No" to enter a completely |
|   |   | new set of details.  |
| Building number or name                 |   |  |
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|   | one?  | If "Yes" is selected you can re-use the details from section one, or amend them as   |
| • Yes                                   | ⊖ No  | required. Select "No" to enter a completely  |
|   |   | new set of details.  |
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| general description                     | n of the premises                               |  |

| Continued from previous page   |   |
|--|---|
| licensing objectives. Where you  | ses, its general situation and layout and any other information which could be relevant to the<br>ur application includes off-supplies of alcohol and you intend to provide a place for<br>plies you must include a description of where the place will be and its proximity to the |
| Latino Restaurant.   |   |
| If 5,000 or more people are<br>expected to attend the<br>premises at any one time,<br>state the number expected to<br>attend |   |
| Section 6 of 21  |   |
| PROVISION OF PLAYS   |   |
| See guidance on regulated ent  | ertainment  |
| Will you be providing plays?   |   |
| ⊖ Yes  | No  |
| Section 7 of 21  |   |
| PROVISION OF FILMS   |   |
| See guidance on regulated ent  | ertainment  |
| Will you be providing films?   |   |
| ⊖ Yes  | No  |
| Section 8 of 21  |   |
| PROVISION OF INDOOR SPOR   | TING EVENTS   |
| See guidance on regulated ent  | ertainment  |
| Will you be providing indoor sp  | porting events?   |
| ⊖ Yes  | No  |
| Section 9 of 21  |   |
| PROVISION OF BOXING OR W   | RESTLING ENTERTAINMENTS   |
| See guidance on regulated ent  | ertainment  |
| Will you be providing boxing o   | r wrestling entertainments?   |
| ⊖ Yes  | No  |
| Section 10 of 21   |   |
| PROVISION OF LIVE MUSIC  |   |
| See guidance on regulated ent  | ertainment  |
| Will you be providing live musi  | c?  |
| ⊖ Yes  | No  |
| Section 11 of 21   |   |
| PROVISION OF RECORDED MU   |   |
| See guidance on regulated ent  | ertainment  |

| Continued from previous                       | spage                 |                       |              |  |
|---|-----------------------|-----------------------|--------------|--|
| Will you be providing r                       | ecorded music?        |                       |              |  |
| ⊖ Yes   | No                    |                       |              |  |
| Section 12 of 21                              |                       |                       |              |  |
| PROVISION OF PERFO                            | RMANCES OF DANC       | E                     |              |  |
| See guidance on regula                        | ated entertainment    |                       |              |  |
| Will you be providing p                       | performances of danc  | e?                    |              |  |
| ⊖ Yes   | No                    |                       |              |  |
| Section 13 of 21                              |                       |                       |              |  |
| PROVISION OF ANYTH<br>DANCE                   | IING OF A SIMILAR D   | DESCRIPTION TO LIVE   | EMUSIC, RECO | RDED MUSIC OR PERFORMANCES OF  |
| See guidance on regula                        | ated entertainment    |                       |              |  |
| Will you be providing a performances of dance |                       | e music, recorded mus | sic or       |  |
| ⊖ Yes   | No                    |                       |              |  |
| Section 14 of 21                              |                       |                       |              |  |
| LATE NIGHT REFRESH                            | MENT                  |                       |              |  |
| Will you be providing la                      | ate night refreshment | t?                    |              |  |
| <ul><li>Yes</li></ul>                         | O No                  |                       |              |  |
| Standard Days And Ti                          | mings                 |                       |              |  |
| MONDAY  |                       |                       |              | us timin ra in 24 haun ala al  |
|   | Start 23:00           | End                   |              | ve timings in 24 hour clock.<br>.g., 16:00) and only give details for the days |
|   | Start                 | End                   | of           | the week when you intend the premises be used for the activity.                |
|   |                       | LIIG                  |              | be used for the activity.  |
| TUESDAY                                       |                       |                       |              |  |
|   | Start 23:00           | End                   | 01:00        |  |
|   | Start                 | End                   |              |  |
| WEDNESDAY                                     |                       |                       |              |  |
|   | Start 23:00           | End                   | 01:00        |  |
|   | Start                 | End                   |              |  |
|   |                       |                       |              |  |
| THURSDAY                                      |                       |                       |              |  |
|   | Start 23:00           | End                   | 01:00        |  |
|   | Start                 | End                   |              |  |
| FRIDAY  |                       |                       |              |  |
|   | Start 23:00           | End                   | 02:00        |  |
|   | Start                 | End                   |              |  |

| Continued from previous page   |                              |  |                 |  |
|--|------------------------------|--|-----------------|--|
| SATURDAY   |                              |  |                 |  |
|  | 23:00                        | End  | 02:00           |  |
|  | 23:00                        | End  | 02:00           |  |
| Start  |                              | End  |                 |  |
| SUNDAY   |                              |  |                 |  |
| Start  | 23:00                        | End  | 01:00           |  |
| Start  |                              | End  |                 |  |
| Will the provision of late night both?   | refreshment take place ir    | ndoors or  | outdoors or     |  |
| <ul> <li>Indoors</li> </ul>  | <ul> <li>Outdoors</li> </ul> | Both     Alignment     Alignment | 1               | Where taking place in a building or other structure tick as appropriate. Indoors may include a tent. |
| State type of activity to be aut<br>exclusively) whether or not mu   |                              |  |                 | urther details, for example (but not   |
|  |                              |  |                 |  |
|  |                              |  |                 |  |
| State any seasonal variations  |                              |  |                 |  |
| For example (but not exclusive   | ely) where the activity will | l occur on   | additional da   | ays during the summer months.  |
|  |                              |  |                 |  |
|  |                              |  |                 |  |
|  |                              |  |                 |  |
|  |                              |  |                 |  |
| Non-standard timings. Where those listed in the column on t  | •                            | l for the su   | ipply of late n | ight refreshments at different times from  |
| For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve. |                              |  |                 |  |
| Extended to 02:00hrs on Valen  | ıtine's Day, Christmas Eve   | and New  | Year's Eve.     |  |
|  |                              |  |                 |  |
|  |                              |  |                 |  |
| Section 15 of 21   |                              |  |                 |  |
| SUPPLY OF ALCOHOL  |                              |  |                 |  |
| Will you be selling or supplying   | g alcohol?                   |  |                 |  |
| • Yes  | ⊖ No                         |  |                 |  |
| Standard Days And Timings  |                              |  |                 |  |

| oonnaca non provida                 | pugom                                  |                     |  |
|-------------------------------------|--|---------------------|--|
| MONDAY                              |  |                     | Give timings in 24 hour clock.   |
|                                     | Start 11:00                            | End 01:00           | (e.g., 16:00) and only give details for the days   |
|                                     | Start                                  | End                 | of the week when you intend the premises to be used for the activity.                          |
| TUESDAY                             |  |                     |  |
|                                     | Start 11:00                            | End 01:00           |  |
|                                     | Start                                  | End                 |  |
| WEDNESDAY                           |  |                     |  |
|                                     | Start 11:00                            | End 01:00           |  |
|                                     | Start                                  | End                 |  |
| THURSDAY                            |  |                     |  |
|                                     | Start 11:00                            | End 01:00           |  |
|                                     | Start                                  | End                 |  |
| FRIDAY                              |  |                     |  |
|                                     | Start 11:00                            | End 02:00           |  |
|                                     | Start                                  | End                 |  |
| SATURDAY                            |  |                     |  |
|                                     | Start 11:00                            | End 02:00           |  |
|                                     | Start                                  | End                 |  |
| SUNDAY                              |  |                     |  |
|                                     | Start 11:00                            | End 01:00           |  |
|                                     | Start                                  | End                 |  |
| Will the sale of alcohol b          | be for consumption:                    |                     | If the sale of alcohol is for consumption on<br>the premises select on, if the sale of alcohol |
| <ul> <li>On the premises</li> </ul> | Off the premises •                     | Both                | is for consumption away from the premises select off. If the sale of alcohol is for            |
|                                     |  |                     | consumption on the premises and away from the premises select both.                            |
| State any seasonal varia            | tions                                  |                     |  |
| For example (but not ex             | clusively) where the activity will occ | ur on additional da | ays during the summer months.  |
|                                     |  |                     |  |
|                                     |  |                     |  |
|                                     |  |                     |  |
| Non-standard timings. V             | Where the premises will be used for t  | he supply of alcoh  | ol at different times from those listed in the   |
| column on the left, list b          |  |                     |  |

| Continued from previous page  |  |  |  |
|---|--|--|--|
| For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.      |  |  |  |
| Extended to 02:00hrs on Valentine's Day, Christmas Eve and New Year's Eve.  |  |  |  |
|   |  |  |  |
|   |  |  |  |
| State the name and details of the individual whom you wish to specify on the licence as premises supervisor                 |  |  |  |
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| PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT<br>How will the consent form of the proposed designated premises supervisor |  |  |  |
| be supplied to the authority?   |  |  |  |
| <ul> <li>Electronically, by the proposed designated premises supervisor</li> </ul>  |  |  |  |
| <ul> <li>As an attachment to this application</li> </ul>  |  |  |  |
| Reference number for consent  | If the consent form is already submitted, ask the proposed designated premises |  |  |
|   | supervisor for its 'system reference' or 'your reference'.                     |  |  |
| Section 16 of 21  |  |  |  |
| ADULT ENTERTAINMENT   |  |  |  |

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

| Nil                      |                    |   |
|--------------------------|--------------------|---|
|                          |                    |   |
| Section 17 of 21         |                    |   |
| HOURS PREMISES ARE       | OPEN TO THE PUBLIC |   |
| Standard Days And Ti     | mings              |   |
| MONDAY                   |                    | Give timings in 24 hour clock.  |
|                          | Start 11:00        | End 01:00 (e.g., 16:00) and only give details for the days of the week when you intend the premises |
|                          | Start              | End to be used for the activity.  |
| TUESDAY                  |                    |   |
|                          | Start 11:00        | End 01:00   |
|                          | Start              | End   |
| WEDNESDAY                |                    |   |
|                          | Start 11:00        | End 01:00   |
|                          | Start              | End   |
| THURSDAY                 |                    |   |
|                          | Start 11:00        | End 01:00   |
|                          | Start              | End   |
| FRIDAY                   |                    |   |
|                          | Start 11:00        | End 02:00   |
|                          | Start              | End   |
| SATURDAY                 |                    |   |
|                          | Start 11:00        | End 02:00   |
|                          | Start              | End   |
| SUNDAY                   |                    |   |
|                          | Start 11:00        | End 01:00   |
|                          | Start              | End   |
| State any seasonal varia |                    |   |

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Extended to 02:00hrs on Valentine's Day, Christmas Eve and New Year's Eve.

## Section 18 of 21

## LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General - all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

## CCTV

A suitable closed-circuit television (CCTV) system shall be in operation whilst members of the public are in attendance. The CCTV system will provide clear images in all levels of lighting, enabling facial-recognition, of all areas of the premises to which the public have access (save for toilets/showers/changing areas).

At least one member of staff shall be on duty at the premises who can operate the system and download recorded images. These images will be downloaded and provided immediately, or where this is not possible as soon as practicable, on request to an officer of a Responsible Authority.

The CCTV system shall be capable of retaining images for a minimum of 31 days, will be of good quality and will contain the correct time and date stamp information.

The CCTV system and images will be kept in a secure environment to which members of the public will not be permitted access.

## Staff Training

All staff responsible for selling alcohol shall receive induction and/or refresher training (at least annually) commensurate with their role and responsibilities in relation to the sale of alcohol and the times and conditions of the premises licence. Training shall include Challenge 25 and Responsible Retailing.

Training will be documented, kept at the premises for at least 12 months from the last entry, and made available to the Police and/or Local Authority upon request.

Alcohol Off Sales

Alcohol sales may only be ancillary to a food order.

Alcohol for consumption off the premises with a 'takeaway/collection' order may only be provided in sealed containers provided to the customer within the packing of a takeaway food order.

Patrons are not permitted to remove drinks in open bottles/glasses or other open vessel from the licensed premises.

#### b) The prevention of crime and disorder

Refusal Log

There shall be a register for the recording of all alcohol sale refusals, including attempted under-age sales, proxy sales and refusals to those who appear intoxicated.

Details to be recorded shall include the date, time, name (if known), physical description of the person, the reason for the refusal, names of staff involved, and whether the refusal was captured on CCTV.

Any identification document coming into the possession of a member of staff, including security staff, shall be recorded in the register, including the name of the person/name on the identification document.

The register shall be available for immediate inspection by any authorised officer of the responsible authorities and shall be securely retained by the licence holder for a for a period of 12 months from the date of the last entry.

# Incident Log

An incident log shall be maintained on the premises to record all incidents and accidents.

Records should include occurrences of: anti-social behaviour, admission refusals, ejections, seizure of prohibited items, casualties/unwell customers, welfare and safeguarding matters.

The records shall include the date, time, and location of the incident; nature of the incident; name and contact details of all people involved, and any crime number and details of police officers attending.

Incident and accident records may be kept in a bound register with consecutively numbered pages or electronically on a secure digital system.

The records shall be available for inspection by any authorised officer of the responsible authorities and shall be securely retained by the licence holder for a period of 12 months after the last entry.

# c) Public safety

A current fire risk assessment will be completed and maintained on the premises for inspection by an officer of any of the Responsible Authorities on request.

# d) The prevention of public nuisance

General

The premises licence holder will operate the business with general consideration in respect of the neighbouring properties.

Clear and prominent notices will be displayed in any outdoor public area, and at the exit, requesting patrons be quiet and have consideration for neighbours in the vicinity.

The licence holder shall ensure no noise or vibration emanates from the premises so as to cause a nuisance.

# e) The protection of children from harm

# Age Verification Scheme – Challenge 25

A challenge 25 age verification scheme will operate at the premises whereby any person who appears to be under 25 years of age, and unknown to the staff member serving as a person over 18 years of age, shall not be served alcohol unless they provide identification to prove they are over 18 years of age.

Acceptable forms of identification will be a valid passport, a valid photo ID driving license or a valid proof of age scheme card with the PASS approved hologram.

Appropriate signage advertising the operation of the Challenge 25 scheme must be displayed in the vicinity of all points of sale for alcohol.

# Alcohol Deliveries

All people involved in the delivery of alcohol, including the premises licence holder/designated premises supervisor, employees, or third-party couriers, must be satisfied that the person to whom an order containing alcohol is being delivered is 18 years or over.

If acceptable photographic age verification documents cannot be produced on request, the delivery shall be refused, and alcohol returned to the licensed premises.

The alcohol part of a delivery must be packed in such a way as to easily enable the delivery driver to retain the alcohol and return it to the Licensed premises if the recipient is unable to provide satisfactory ID and prove they are over 18 years of age. Deliveries shall only be made to the address indicated on the order.

Deliveries shall only to be made to bona fide business/commercial addresses or private residences and not to any public/ open spaces (e.g. car parks, street corners, bus stops, public parks).

Deliveries shall be refused to any person who is, or who appears to be under the influence of alcohol or drugs and the alcohol shall be returned to the licensed premises. The licence holder/designated premises supervisor shall ensure that only the alcohol items specified on orders processed for despatch are loaded onto delivery vehicles, and no surplus stock shall be carried on vehicles. Where third-party couriers are used to provide the delivery of orders containing alcohol, the premises licence holder/ designated premises supervisor shall have a contractual arrangement with each third party to be satisfied that the promotion of the licensing objectives and terms of the premises licence are complied with at all times, with particular attention to the point of delivery. The premises licence holder shall keep records of or have access to all alcohol orders. For each order containing alcohol, records shall include: a. the name and address of who made the order b. age verification at the point of order c. any refusals made at the point of order d. the items ordered e. the date and time of the despatch f. details of the delivery provider/driver g. the date and time of delivery h. name of recipient i. the full postal delivery address j. detail of identification/proof of age documents received k. details of any refusals at the point of delivery including reasons. Records shall be retained by the Licence-Holder for a period of 12 months and be produced on request for inspection by a police officer or an authorised person of the licensing authority.

#### Section 19 of 21

#### NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

# Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

## Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is A British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A current Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination** with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

- A current passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A current Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A current Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
  - evidence of the applicant's own identity such as a passport,
  - evidence of their relationship with the European Economic Area family member e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,
    - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
    - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
    - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

**Original documents must not be sent to licensing authorities.** If the document copied is a passport, a copy of the following pages should be provided:-

(i) any page containing the holder's personal details including nationality;

(ii) any page containing the holder's photograph;

(iii) any page containing the holder's signature;

(iv) any page containing the date of expiry; and

(v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

#### Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <a href="https://www.gov.uk/prove-right-to-work">https://www.gov.uk/prove-right-to-work</a>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

#### Section 20 of 21

#### NOTES ON REGULATED ENTERTAINMENT

In terms of specific regulated entertainments please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
  - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
  - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
  - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
  - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
  - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

## Section 21 of 21

## PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/ business rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £450.00\*

Band E - £125001 and over £635.00\*

\*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then your are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00 Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00 Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

The following credit or debit cards are accepted in Haringey: Maestro - Mastercard Debit - Mastercard Credit - Solo - Visa Credit - Visa Debit (formerly Delta) and Visa Electron We cannot accept liability if payment is refused or declined by the card supplier. Due to end of day processing, this service will not be available between 10pm and 11pm every weekday evening (Mon- Fri). Users should note that any payments in process after the 10pm deadline need to be completed by 10.05pm

\* Fee amount (£)

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|--------------|-----------|----------|
|              |           |          |

#### DECLARATION

I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application. [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

| * Full name | Nick SEMPER   |
|-------------|---|
| * Capacity  | Licensing Consultant & Agent                            |
| * Date      | 28     /     10     /     2024       dd     mm     yyyy |

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...

2. Go back to <u>https://www.gov.uk/apply-for-a-licence/premises-licence/haringey/apply-1</u> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

# OFFICE USE ONLY

| Applicant reference number          | 227-24  |
|-------------------------------------|---|
| Fee paid                            |   |
| Payment provider reference          |   |
| ELMS Payment Reference              |   |
| Payment status                      |   |
| Payment authorisation code          |   |
| Payment authorisation date          |   |
| Date and time submitted             |   |
| Approval deadline                   |   |
| Error message                       |   |
| Is Digitally signed                 |   |
| <b>1</b> <u>2</u> <u>3</u> <u>4</u> | <u>5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21</u> Next > |