



SALE AND SUPPLY OF ALCOHOL REGULATIONS 2013

Application for off-licence or renewal of off-licence

Sections 100 and 127(2), Sale and Supply of Alcohol Act 2012

Form 4

To the Secretary
District Licensing Committee
Stratford District Council
PO Box 320
Stratford 4352

Application for the issue/renewal of an off-licence is made in accordance with the details set out below:

DETAILS OF APPLICANT

Full legal name or names to be on licence

Postal address for service of documents

Day time contact name and telephone number

Does the applicant hold a current licence Yes No

If yes, state kind of licence

Licence number

STATUS OF APPLICANT

Natural Person

Private Company

Public Company

Licensing Trust

Partnership

Department of state
Other instrument of
Crown

Territorial Authority

Trustee

Club

Limited partnership

Board, Organisation or
other body

A manager under the
protection of personal
and property rights
Act 1988

WHERE THE APPLICANT IS A NATURAL PERSON OR PERSONS

Full legal name

Any aliases

Residential address

Occupation

Date of birth

Place of birth

Male Female

Preferred mode of contact

Internet site

Full legal name

Any aliases

Residential address

Occupation

Date of birth

Place of birth

Male Female

Preferred mode of contact

Internet site

Full legal name

Any aliases

Residential address

Occupation

Date of birth

Place of birth

Male Female

Preferred mode of contact

Internet site

Full legal name

Any aliases

Residential address

Occupation

Date of birth

Place of birth

Male Female

Preferred mode of contact

Internet site

WHERE THE APPLICANT IS A BODY CORPORATE

Authority under which incorporation

WHERE THE APPLICANT IS NOT A NATURAL PERSON OR PERSONS

Contact person

Postal address

Telephone number

Fax number

Preferred mode of contact

Internet site

BUSINESS DETAILS

Describe principal business, any other businesses:

CRIMINAL CONVICTIONS

Has the applicant(s) been convicted of any offence? Yes No

State all criminal convictions

(other than convictions for offences against provisions of the Land Transport Act 1998 not contained in Part 6, and offences to which the Criminal Records (Clean Slate) Act 2004 applies) received since the certificate as issued or last renewal

Nature of Offence	Date of Conviction
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

WHERE THE APPLICANT IS A COMPANY

(whether incorporated un the Companies Act 1993 or equivalent foreign legislation

Full legal names of Directors

WHERE THE APPLICANT IS A PRIVATE COMPANY (incorporated under the Companies Act 1993)

Authorised Capital

Paid-up Capital

Name

Residential address

Date of birth

Place of birth

Designations

Face value of shares held

Name

Residential address

Date of birth

Place of birth

Designations

Face value of shares held

Name

Residential address

Date of birth

Place of birth

Designations

Face value of shares held

Name

Residential address

Date of birth

Place of birth

Designations

Face value of shares held

PARTNERSHIP DETAILS

Full legal name

Residential address

Full legal name

Residential address

Full legal name

Residential address

Full legal name

Residential address

DETAILS OF PREMISES (If not a conveyance)

Address of Premises

Premises type

Any name Trading name Name of building

Please state

Is the licence conditional upon completion of building work? **Yes** **No**

If Yes, please state details:

If not owned by the applicant state form of tenure

Tenancy agreement Leasehold Under licence

Full name and address of owner:

DETAILS OF MANAGERS

Full Legal name

Managers Certificate number Expiry Date

Full Legal Name

Managers Certificate Number Expiry Date

Full Legal Name

Managers Certificate Number Expiry Date

BUSINESS DETAILS

Is the sale of alcohol intended to be the principal purpose of the business?
Yes No

if **No**, intended principal purpose of business?

Whether applicant engaged, or intending to be engaged, in the sale or supply of any goods other than alcohol and food, or in the provision of any services other than those directly related to the sale or supply of alcohol and food?
Yes No

If **Yes**, nature of goods or services?

Days and hours proposed for sale of alcohol:

<input type="text"/>
<input type="text"/>
<input type="text"/>

CONDITIONS

Experience and training of applicant?

<input type="text"/>
<input type="text"/>

Steps proposed to be taken to prevent the sale and supply of alcohol to prohibited persons?

<input type="text"/>
<input type="text"/>

Any other steps the applicant proposes to promote the responsible consumption of alcohol?

<input type="text"/>
<input type="text"/>

Other systems (including training systems), and staff in place (or to be in place) for compliance with the Act?

<input type="text"/>
<input type="text"/>

ATTACHMENTS (If not conveyance)

- Copy of planning consent
- Copies of all relevant building certificates consents
- Where it must be determined whether the premises are grocery store, the statement of annual sales revenue require by regulation 12 or 13 (as the case requires) of the Sale and Supply of Alcohol Regulations 2013
- For body corporate applicant, copy of certificate of incorporation (or equivalent document)
- Floor plan showing any proposed permitted area for the display and promotion of alcohol, and any proposed sub areas

FURTHER DETAILS WHERE APPLICANT IS A COMPANY

Full details of each person who holds 20% or more of the shares, or of any particular class of shares, issued by the company:

Name <input type="text"/>	Residential Address <input type="text"/> <input type="text"/>	Date of birth <input type="text"/>	Place of birth <input type="text"/>	Designations <input type="text"/>	Name <input type="text"/>	Residential Address <input type="text"/> <input type="text"/>	Date of birth <input type="text"/>	Place of birth <input type="text"/>	Designations <input type="text"/>
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FURTHER DETAILS WHERE APPLICANT IS A PARTNERSHIP

Full details of each person who holds 20% or more of the shares, or of any particular class of shares, issued by the company:

Name <input type="text"/>	Residential Address <input type="text"/> <input type="text"/>	Date of birth <input type="text"/>	Place of birth <input type="text"/>	Signature <input type="text"/>	Name <input type="text"/>	Residential Address <input type="text"/> <input type="text"/>	Date of birth <input type="text"/>	Place of birth <input type="text"/>	Signature <input type="text"/>
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ADDITIONAL INFORMATION REQUIRED TO ACCOMPANY FORM

1. This application must be accompanied by the required fee

Dated at Stratford this _____ day of _____ 20

Applicant _____

Notes:

Within 20 working days after filing this application with the District Licensing Committee (or 10 working days if it is an application for renewal), the applicant must give public notice of it in form 7. The notice must be given in compliance with regulation 36, 37, or 38 of the Sale and Supply of Alcohol Regulations 2013 (whichever applies to this application).

Except in the case of a conveyance, within 10 working days after filing this application with the District Licensing Committee, the applicant must ensure that notice of this application in form 7 is attached in a conspicuous place on or adjacent to the site to which this application relates (unless the Secretary of the District Licensing Committee agrees that it is impracticable or unreasonable to do so).