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| **NOTICE OF APPLICATION TO VARY A PREMISES LICENCE**  ***This notice is issued in accordance with regulations made under section 160 of the Gambling Act 2005*** | |
| Notice is hereby given that the persons or organisations whose details are given in the Schedule to this notice have applied to vary a premises licence of the following type: | |
|  | |
| *[Specify the type of premises licence to which the application relates]* | |
| The application relates to the following premises: | |
| *[Give the trading name used at the premises, and the address of the premises (or, if none, give a description of the premises and their location).]* | |
|  | |
| Details of the variation sought: | |
| The application has been made to the following licensing authority: | |
| Postcode | |
| Website | |
| *[Insert name of the licensing authority and the address of its principal office, followed by the address of its website]* | |
|  | |
| The current licence holder(s) is/ are: | |
| *[Give the full name of the licence holder(s) as set out in the premises licence (if known). Where the applicant is the licence holder, it is sufficient to state “the applicant”].* | |
|  | |
| Information about the application is available from the licensing authority, including the arrangements for viewing the details of the application.  The following person connected with the applicant is able to give further information about the application: | |
| *[This entry is optional and is to be included if the applicant wishes to provide the name, telephone number and (if available) e-mail address of a person connected with the applicant who is able to answer questions and provide further information about the application.]* | |
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| **Any representations under section 161 of the Gambling Act 2005 must be made no later than the following date:** | |
| *[Please insert last day on which representations may be made in relation to the application. The period for making representations is 28 days (inclusive) starting with the day after the day on which the application was made to the licensing authority.]* | |
| **SCHEDULE OF APPLICANTS**  The persons or organisations making the application are as follows: | |
| Name of 1st Applicant: | |
|  | |
| *[Give the full name of the applicant. The name should be the same as that given in Part 1 of the application to vary the premises licence.]* | |
|  | |
| Address of 1st Applicant: | |
| Postcode | |
| *[Give the full address of the 1st Applicant. The address should be the same as that set out in Part 1 of the application to vary the premises licence.]* | |
|  | |
| The number of the operating licence held by 1st Applicant is: | / |
| The 1st Applicant applied for an operating licence on | |
|  | |
| *[Delete as appropriate. Insert the reference number of the applicant’s operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.]* | |
|  | |
| Name of 2nd Applicant: | |
|  | |
| *[Give the full name of the applicant. The name should be the same as that given in Part 1 of the application to vary the premises licence.]* | |
|  | |
| Address of 2nd Applicant: | |
| Postcode | |
| *[Give the full address of the applicant. The address should be the same as that set out in Part 1 of the application to vary the premises licence.]* | |
|  | |
| The number of the operating licence held by 2nd Applicant is: | / |
| The 2nd Applicant applied for an operating licence on | |
|  | |
| *[Delete as appropriate. Insert the reference number of the applicant’s operating licence (as set out in the operating licence). Where an application for an operating licence is in the process of being made, indicate the date on which the application was made.]* | |
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| ***[Where there are more than two applicants, also give the same information for the other applicants.]*** | |

**Licensing – Privacy Notice**

**How is your information used?**

We may use your information to: process applications, investigate and prosecute relevant illegal activities, investigate and prosecute Corporate Fraud; send you communications that you have requested or that may be of interest; ask agencies, government departments or other public bodies to give us information they have about you; check information you have provided, or information about you that someone else has provided, with other information we hold; get information about you from certain third parties, or give information to them to check the accuracy of information, prevent or detect fraud or protect public funds. These third parties include Government Departments, other Local Authorities and private sector companies, as allowed by law.

**Who has access to your information?**

We may share your information with:

• Other Council Departments – to ensure we meet our statutory duties; or to collect debt, and prevent fraud and the misuse of public funds.

• External organisations, for example, HM Revenues & Customs, the Department of Work and Pensions, the Police, the Audit Commission and other enforcement agencies and third parties, for other purposes allowed by law, including, to prevent fraud and the misuse of public funds.

For further information about how your personal information will be used, please visit www.derby.gov.uk/privacy-notice/ where you can see a full copy of our privacy notice. Alternatively you can request a hard copy from - licensing@derby.gov.uk