

City of London Application for a premises licence Licensing Act 2003

For help contact licensing@cityoflondon.gov.uk Telephone: 020 7332 3406

* required information

| Section 1 of 21 | | |
|---|--|--|
| | ime 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 | | 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 | half of the applicant? | Put "no" if you are applying on your own behalf or on behalf of a business you own or |
| O Yes O N | lo | work for. |
| | | |
| Applicant Details | | |
| * First name | | |
| * Family name | |] |
| * E-mail | |] |
| Main telephone number | |] Include country code. |
| Other telephone number | | |
| imes Indicate here if you wou | ld prefer not to be contacted by telephone | |
| Are you: | | |
| Applying as a business o | r organisation, including as a sole trader | A sole trader is a business owned by one |
| Applying as an individua | al | person without any special legal structure. Applying as an individual means you are |
| | | applying so you can be employed, or for some other personal reason, such as following a hobby. |
| Applicant Business | | 5 7 - |
| Is your business registered in the UK with Companies House? | Yes | Note: completing the Applicant Business section is optional in this form. |
| Registration number | | |
| Business name | |] If your business is registered, use its registered name. |
| VAT number - | | Put "none" if you are not registered for VAT. |
| Legal status | | |
| | | - |

| Continued from previous page | |
|-------------------------------|---|
| Your position in the business | |
| Home country | The country where the headquarters of your business is located. |
| Registered Address | Address registered with Companies House. |
| Building number or name | |
| Street | |
| District | |
| City or town | |
| County or administrative area | |
| Postcode | |
| Country | |
| | |

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PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

● Address ○ OS map reference ○ Description

Postal Address Of Premises

| Building number or name | Unit C, 5-7 Devonshire Row, |
|-------------------------------|--|
| Street | Devonshire Row, City of London, London EC2M 4UJ |
| District | City of London, |
| City or town | London |
| County or administrative area | |
| Postcode | EC2M 4UJ |
| Country | United Kingdom |
| Further Details | |

Telephone number

Non-domestic rateable value of premises (£)

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APPLICATION DETAILS

In what capacity are you applying for the premises licence?

An individual or individuals

imes A limited company / limited liability partnership

A partnership (other than limited liability)

An unincorporated association

Other (for example a statutory corporation)

A recognised club

A charity

The proprietor of an educational establishment

A health service body

A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales

A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England

The chief officer of police of a police force in England and Wales

Confirm The Following

 $\times~$ I am carrying on or proposing to carry on a business which involves the use of the premises for 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

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NON INDIVIDUAL APPLICANTS

Provide name and registered address of applicant in full. Where appropriate give any registered number. In the case of a partnership or other joint venture (other than a body corporate), give the name and address of each party concerned.

Non Individual Applicant's Name

Name Details

| Continued from previous page | |
|--|---|
| Registered number (where applicable) | |
| Description of applicant (for ex | ample partnership, company, unincorporated association etc) |
| | |
| | |
| Address | |
| Building number or name | |
| Street | |
| District | |
| City or town | |
| County or administrative area | |
| Postcode | |
| Country | |
| Contact Details | |
| E-mail | |
| Telephone number | |
| Other telephone number | |
| * Date of birth | |
| | Documents that demonstrate entitlement to |
| * Nationality | work in the UK |
| | Add another applicant |
| Section 5 of 21 | |
| OPERATING SCHEDULE | |
| When do you want the | 31 / 03 / 2025 |
| premises licence to start? | dd mm yyyy |
| If you wish the licence to be valid only for a limited period, | |
| when do you want it to end | dd mm yyyy |
| Provide a general description o | of the premises |
| | ses, its general situation and layout and any other information which could be relevant to the ur application includes off-supplies of alcohol and you intend to provide a place for |

licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

| Continued from previous page | | | | |
|--|--|--|--|--|
| We are a Mexican restaurant business called Benito's. We serve burritos, taco's and nachos made fresh to order. We will be operating a QSR dine in and takeaway format, with sales predominately lunch Monday to Friday. | | | | |
| www.benitos.co.uk | | | | |
| If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend | | | | |
| Section 6 of 21 | | | | |
| PROVISION OF PLAYS | | | | |
| See guidance on regulated entertainment | | | | |
| Will you be providing plays? | | | | |
| ○ Yes | | | | |
| Section 7 of 21 | | | | |
| PROVISION OF FILMS | | | | |
| See guidance on regulated entertainment | | | | |
| Will you be providing films? | | | | |
| ○ Yes | | | | |
| Section 8 of 21 | | | | |
| PROVISION OF INDOOR SPORTING EVENTS | | | | |
| See guidance on regulated entertainment | | | | |
| Will you be providing indoor sporting events? | | | | |
| ○ Yes | | | | |
| Section 9 of 21 | | | | |
| PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS | | | | |
| See guidance on regulated entertainment | | | | |
| Will you be providing boxing or wrestling entertainments? | | | | |
| ○ Yes ● No | | | | |
| Section 10 of 21 | | | | |
| PROVISION OF LIVE MUSIC | | | | |
| See guidance on regulated entertainment | | | | |
| Will you be providing live music? | | | | |
| ⊖ Yes ● No | | | | |
| Section 11 of 21 | | | | |
| PROVISION OF RECORDED MUSIC | | | | |
| See guidance on regulated entertainment | | | | |
| Will you be providing recorded music? | | | | |
| Yes O No | | | | |

| Continued from previous | | | | | |
|--|---------|------------------------------|---------------|------------|---|
| Standard Days And Ti | imings | | | | |
| MONDAY | | | | | Give timings in 24 hour clock. |
| | Start | 12:00 | End | 22:00 | (e.g., 16:00) and only give details for the day of the week when you intend the premises |
| | Start | | End | 22:00 | to be used for the activity. |
| TUESDAY | | | | | |
| | Start | 12:00 | End | 22:00 | |
| | Start | | End | | |
| WEDNESDAY | | | | | |
| | Start | 12:00 | End | 22:00 | |
| | Start | | End | | |
| THURSDAY | | | | | |
| | Start | 12:00 | End | 22:00 | |
| | Start | | End | | |
| FRIDAY | | | | | |
| | Start | 12:00 | End | 22:00 | |
| | Start | | End | | |
| SATURDAY | | | | | |
| | Start | 12:00 | End | 22:00 | |
| | Start | | End | | |
| SUNDAY | | | | | |
| | Start | 12:00 | End | 21:00 | |
| | Start | | End | | |
| Will the playing of reco | orded m | usic take place indoor | s or outdoors | or both? | Where taking place in a building or other |
| Indoors | | Outdoors | O Both | | structure tick as appropriate. Indoors may include a tent. |
| itate type of activity to exclusively) whether or | | - | - | | further details, for example (but not |
| he music will be back | ground | only to provide a com | fortable envi | onment for | dine - in customers |

State any seasonal variations for playing recorded music

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

| Continued from previous page | | | | |
|---|----------------------------------|-----------|--------------|--|
| | | | | |
| Non-standard timings. Where in the column on the left, list | - | the playi | ing of recor | rded music at different times from those listed |
| For example (but not exclusiv | ely), where you wish the activ | ity to go | on longer o | on a particular day e.g. Christmas Eve. |
| | | | | |
| | | | | |
| | | | | |
| Section 12 of 21 | | | | |
| PROVISION OF PERFORMAN | | | | |
| See guidance on regulated er | ntertainment | | | |
| Will you be providing perform | nances of dance? | | | |
| ⊖ Yes | No | | | |
| Section 13 of 21 | | | | |
| PROVISION OF ANYTHING O DANCE | F A SIMILAR DESCRIPTION T | FO LIVE N | MUSIC, REC | CORDED MUSIC OR PERFORMANCES OF |
| See guidance on regulated er | | | | |
| Will you be providing anythin performances of dance? | ıg similar to live music, record | led music | or | |
| ⊖ Yes | No | | | |
| Section 14 of 21 | | | | |
| LATE NIGHT REFRESHMENT | | | | |
| Will you be providing late nig | ht refreshment? | | | |
| ⊖ Yes | No | | | |
| Section 15 of 21 | | | | |
| SUPPLY OF ALCOHOL | | | | |
| Will you be selling or supplyir | ıg alcohol? | | | |
| Yes | ⊖ No | | | |
| Standard Days And Timings | i | | | |
| MONDAY | | | | Cius tinsin as in 24 hours do du |
| Start | t 12:00 | End 2 | 22:00 | Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days |
| Start | r | End | | of the week when you intend the premises to be used for the activity. |
| | | LIIG | | to be used for the activity. |
| TUESDAY | | | | |
| Start | t 12:00 | End 2 | 22:00 | |
| Start | E | End | | |

| Continued from previous page | · | | | |
|--|---------------------------------|--------------------|--|--|
| WEDNESDAY | | | | |
| Sta | rt 12:00 | End 22:00 | | |
| Sta | rt | End | | |
| THURSDAY | | | | |
| Sta | rt 12:00 | End 22:00 | | |
| Sta | rt | End | | |
| FRIDAY | | | | |
| Sta | rt 12:00 | End 22:00 | | |
| Sta | rt | End | | |
| SATURDAY | | | | |
| Sta | rt 12:00 | End 22:00 | | |
| Sta | rt | End | | |
| SUNDAY | | | | |
| | rt 12:00 | End 21:00 | | |
| Sta | | End | | |
| Will the sale of alcohol be fo | | | If the sale of alcohol is for consumption on | |
| On the premises | - | Both | the premises select on, if the sale of alcohol 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 variations | S | | | |
| For example (but not exclusively) where the activity will occur on additional days during the summer months. | | | | |
| None | | | | |
| | | | | |
| | | | | |
| Non-standard timings. Wher column on the left, list below | | he supply of alcoh | ol at different times from those listed in the | |
| For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve. | | | | |
| None | | | | |
| | | | | |
| | | | | |
| | | | | |
| State the name and details o | of the individual whom you wish | to specify on the | | |

licence as premises supervisor

| Continue d forma maria a continue d | | | |
|---|------------------------------|-----------------|--|
| Continued from previous page | | | |
| Name | | | |
| First name | | | |
| Family name | | | |
| Date of birth | | | |
| Enter the contact's address | | | |
| Building number or name | | | |
| Street | | | |
| District | | | |
| City or town | | | |
| County or administrative area | | | |
| Postcode | | | |
| Country | | | |
| Personal Licence number (if known) | | | |
| Issuing licensing authority (if known) | | | |
| PROPOSED DESIGNATED PRE | | | |
| How will the consent form of t be supplied to the authority? | he proposed designated prem | ises supervisor | |
| • Electronically, by the pro | posed designated premises su | pervisor | |
| As an attachment to this | application | | |

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

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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.

None

| ontinued from previous page. | •• | | | |
|------------------------------|----------|------|-------|---|
| ection 17 of 21 | | | | |
| IOURS PREMISES ARE OPE | | | | |
| Standard Days And Timing | IS | | | |
| MONDAY | | | | Give timings in 24 hour clock. |
| Sta | rt 07:00 | End | 22:00 | (e.g., 16:00) and only give details for the day of the week when you intend the premises |
| Sta | rt | End | | to be used for the activity. |
| TUESDAY | | | | |
| Sta | rt 07:00 | End | 22:00 | |
| Sta | rt | End | | |
| WEDNESDAY | | | | |
| Sta | rt 07:00 | End | 22:00 | |
| Sta | rt | End | | |
| THURSDAY | | | | |
| Sta | rt 07:00 | End | 22:00 | |
| Sta | rt | End | | |
| FRIDAY | | | | |
| | rt 07:00 | End | 22:00 | |
| Sta | | End | | |
| SATURDAY | | 2110 | | |
| | rt 12:00 | End | 22:00 | |
| | | | 22.00 | |
| Sta | rt - | End | | |
| SUNDAY | | | | |
| | rt 12:00 | | 21:00 | |
| Sta | rt | End | | |

State any seasonal variations

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

None

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.

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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.

Our DPS will be available during all licensable hours. We will operate a Challenge 25 policy at all times, keep a detailed refusal log and maintain a detailed incident log that is completed during every single shift. This log will be made available to all local authorities upon request. Our management will hold regular meetings with local licensing authorities. We will work closely with the local Security Team, Police and Council to uphold all four licensing objectives. I have managed bars, restaurants and QSR concepts within the City of London (any beyond) for the last 25 years

b) The prevention of crime and disorder

Benitos Devonshire Row has full coverage CCTV in place and will beheld for minimum 31 days. Our fully trained staff will refuse to serve anyone they deem drunk and disorderly.

We will work and be active with the local Neighborhood watch & Pub Watch groups. Have regular meetings with local licensing police & the Corporation of London to discuss any issues. I have liaised and worked alongside all the relevant stakeholders for the last 25 years

c) Public safety

Full instore staff training is provided by our Opening team on Health & Safety & First Aid. A nominated DPS will always be on shift during licensable hours. A refusal log, management log and incident log will be filled out every shift by the nominated DPS. This will be made available on request to an authorized person or police

d) The prevention of public nuisance

Staff will instruct customers to leave quietly and through the front store entrance/exit to ensure we do not disturb our neighboring businesses within the local area. No glass bins will be emptied outside after 21:00

e) The protection of children from harm

We use Challenge 25 Policy within the store and we will ask for ID on anyone we believe to be under 25. The only forms of acceptable IDs in our venue is photo card driving licenses, passports or proof of age cards bearing the PASS hologram.

A poster advising potential purchasers that Challenge 25/Think 25 is in operation and that suitable proof of age will be required for all purchasers who appear to be under 25.

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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 https://www.gov.uk/prove-right-to-work) 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.

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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.

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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 £87000 | £315.00 |
| Band D - £87001 to £125000 | £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 £125000 £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 Julu-3333 | 21,000.00 |
|-------------------------|------------|
| Capacity 10000 -14999 | £2,000.00 |
| Capacity 15000-19999 | £4,000.00 |
| Capacity 20000-29999 | £8,000.00 |
| Capacity 30000-39999 | £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 |
| * Fee amount (£) | |
| | |

DECLARATION

| Continued from previous page | |
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| | nce, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the a false statement in or in connection with this application. |
| imes Ticking this box indicates you have read and understood the above declaration | |
| This section should be comple behalf of the applicant?" | eted by the applicant, unless you answered "Yes" to the question "Are you an agent acting on |
| * Full name | |
| * Capacity | |
| * Date | |
| | 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/city-of-london/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. | |
| | SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE AKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION |
| KNOW, OR HAVE REASONAB THEIR IMMIGRATION STATU CONDITIONS AS TO EMPLOY ASYLUM AND NATIONALITY | CTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY BLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF S. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO (MENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN GO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE |

IS DISQUALIFIED

| OFFICE USE ONLY |
|---|
| |
| Applicant reference number |
| 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 |
| 1 <u>2</u> <u>3</u> <u>4</u> <u>5</u> <u>6</u> <u>7</u> <u>8</u> <u>9</u> <u>10</u> <u>11</u> <u>12</u> <u>13</u> <u>14</u> <u>15</u> <u>16</u> <u>17</u> <u>18</u> <u>19</u> <u>20</u> <u>21</u> Next > |