

# 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   |  |  |
| 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  | Coqfighter                                       | 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 o   | on behalf of the applicant?                      | Put "no" if you are applying on your own behalf or on behalf of a business you own or  |
| • Yes   | ○ No   | work for.  |
| Applicant Details   |  |  |
| * First name  | Deacon   |  |
| * Family name   | Rose   |  |
| * E-mail  |  |  |
| Main telephone number   |  | Include country code.  |
| Other telephone number  | •  |  |
| imes Indicate here if the   | applicant would prefer not to be contacted by te | lephone  |
| Is the applicant:   |  |  |
| <ul><li>Applying as a busing</li></ul>                                      | ness or organisation, including as a sole trader | A sole trader is a business owned by one   |
| <ul><li>Applying as an indi</li></ul>                                       | ividual  | person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason such as following a hobby. |
| Applicant Business  |  |  |
| Is the applicant's busines<br>registered in the UK with<br>Companies House? |  | Note: completing the Applicant Business section is optional in this form.  |
| Registration number   |  |  |
| Business name   | Coqfighter Limited                               | If the applicant's business is registered, use its registered name.  |
| VAT number  |  | Put "none" if the applicant is not registered for VAT.   |
| Legal status  |  |  |

| Continued from previous page                                      | •                    |                           |  |  |  |
|---|----------------------|---------------------------|--|--|--|
| Applicant's position in the business                              |                      |                           |  |  |  |
| Home country  |                      |                           | The country where the applicant's headquarters are.                                  |  |  |
| Registered Address  |                      |                           | Address registered with Companies House.   |  |  |
| Building number or name   |                      |                           |  |  |  |
| Street  |                      |                           |  |  |  |
| District  |                      |                           |  |  |  |
| City or town  |                      |                           |  |  |  |
| County or administrative area                                     | 1                    |                           |  |  |  |
| Postcode  |                      |                           |  |  |  |
| Country   |                      |                           |  |  |  |
|   |                      |                           |  |  |  |
| Agent Details   |                      |                           |  |  |  |
| * First name  |                      |                           |  |  |  |
| * Family name   |                      |                           |  |  |  |
| * E-mail  |                      |                           |  |  |  |
| Main telephone number   |                      |                           | Include country code.  |  |  |
| Other telephone number  |                      |                           |  |  |  |
| Indicate here if you wou  | uld prefer not to be | contacted by telephone    |  |  |  |
| Are you:  |                      |                           |  |  |  |
| <ul><li>An agent that is a busin</li></ul>                        | ess or organisation  | , including a sole trader | A sole trader is a business owned by one person without any special legal structure. |  |  |
| <ul> <li>A private individual acti</li> </ul>                     | ing as an agent      |                           | person manearan) special regarda accordi   |  |  |
| Agent Business  |                      |                           |  |  |  |
| Is your business registered in<br>the UK with Companies<br>House? | ○ Yes                | <ul><li>No</li></ul>      | Note: completing the Applicant Business section is optional in this form.            |  |  |
| Is your business registered outside the UK?                       | ○ Yes                | <ul><li>No</li></ul>      |  |  |  |
| Business name   | PcLicensing          |                           | If your business is registered, use its registered name.                             |  |  |
| VAT number -  | None                 |                           | Put "none" if you are not registered for VAT.  |  |  |
| Legal status  | Sole Trader          |                           |  |  |  |
|   |                      |                           |  |  |  |

| Continued from previous page                |  |   |  |  |
|---|--|---|--|--|
| Your position in the business               |  |   |  |  |
| Home country                                |  | The country where the headquarters of your business is located.                   |  |  |
| Agent Business Address                      |  | If you have one, this should be your official                                     |  |  |
| Building number or name                     |  | address - that is an address required of you by law for receiving communications. |  |  |
| Street                                      |  |   |  |  |
| District                                    |  |   |  |  |
| City or town                                |  |   |  |  |
| County or administrative area               |  |   |  |  |
| Postcode                                    |  |   |  |  |
| Country                                     |  |   |  |  |
|   |  |   |  |  |
| Section 2 of 21                             |  |   |  |  |
| PREMISES DETAILS                            |  |   |  |  |
|   | ply for a premises licence under section 17 of th<br>he premises) and I/we are making this application<br>of the Licensing Act 2003. |   |  |  |
| Premises Address                            |  |   |  |  |
| Are you able to provide a posta             | al address, OS map reference or description of th  | ne premises?  |  |  |
| <ul><li>Address</li><li>OS major</li></ul>  | p reference O Description  |   |  |  |
| Postal Address Of Premises                  |  |   |  |  |
| Building number or name                     | Basement & Ground Floor 17-18  |   |  |  |
| Street                                      | Widegate Street  |   |  |  |
| District                                    |  |   |  |  |
| City or town                                | London   |   |  |  |
| County or administrative area               |  |   |  |  |
| Postcode                                    | E1 7HP   |   |  |  |
| Country                                     | United Kingdom   |   |  |  |
| Further Details                             |  |   |  |  |
| Telephone number                            |  |   |  |  |
| Non-domestic rateable value of premises (£) | 0  |   |  |  |

#### Section 3 of 21

#### APPLICATION DETAILS

In what capacity are you applying for the premises licence?

An individual or individuals

× 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**

× 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

#### Section 4 of 21

# 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 Coqfighter Limited

**Details** 

Registered number (where

11972301

applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

| Continued from previous page  |                   |             |                 |                |                           |                           |                        |   |
|---|-------------------|-------------|-----------------|----------------|---------------------------|---------------------------|------------------------|---|
| Limited company   |                   |             |                 |                |                           |                           |                        |   |
| 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   |                   |             |                 |                |                           |                           |                        |   |
| * Nationality   |                   |             |                 |                |                           |                           |                        | Documents that demonstrate entitlement to work in the UK  |
|   |                   |             |                 |                |                           | D .                       |                        | work in the ok  |
|   |                   |             | F               | Add a          | another ap                | plicant                   |                        |   |
| Section 5 of 21   |                   |             |                 |                |                           |                           |                        |   |
| OPERATING SCHEDULE  |                   |             |                 |                |                           |                           |                        |   |
| When do you want the premises licence to start?   | 01                | /           | 10              | /              | 2024                      |                           |                        |   |
| premises neemed to start.   | dd                |             | mm              |                | уууу                      |                           |                        |   |
| If you wish the licence to be valid only for a limited period, when do you want it to end | dd                | /           | mm              | /              | уууу                      |                           |                        |   |
| Provide a general description of  | of the            | pre         | mises           | ;              |                           |                           |                        |   |
| licensing objectives. Where yo consumption of these off- suppremises.                     | ur app<br>olies y | olica<br>ou | ition i<br>must | inclu<br>inclu | ıdes off-su<br>ude a dese | upplies of<br>cription of | alcohol ar<br>where th | er information which could be relevant to the nd you intend to provide a place for e place will be and its proximity to the |
| Coqfighter is an established gr   | iiled c           | nıck        | cen re          | estau          | ırant oper                | rating acro               | oss Londoi             | n.  |

The three directors of Coqfighter Limited, Tristan, Troy and Deacon have been friends for a number of years and established Coqfighter Ltd in 2019. They currently operate five restaurants in Kings Cross, Finsbury Park, Shoreditch, Soho and Croydon

with a dark kitchen in Battersea.

# Continued from previous page... All of the venues operate a similar opening/closing time, and this venue will be no different applying for 12 hours per day, 11am to 11pm. Cogfighter offer dine in, take away and delivery. The delivery across all of their sites is catered for by the various delivery agents used across the country, Deliveroo, Just eat etc. This venue covers the basement and the ground floor and will accommodate approximately 60 covers. There will be approximately 15 members of staff for this venue with 6-10 staff members on duty at any one time. A minimum of 4 staff members will be first aid trained. With regard to the CCTV capacity, a Hikvision network based multi camera 4k system will be installed covering all public areas of the premises, bar and kitchen. Whilst the site has been secured, the operation depends on the premises licence. In that respect such details of waste collection etc have not yet been finalised. 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? No Section 7 of 21 **PROVISION OF FILMS** See guidance on regulated entertainment Will you be providing films? No Section 8 of 21 PROVISION OF INDOOR SPORTING EVENTS See guidance on regulated entertainment Will you be providing indoor sporting events? No Section 9 of 21 **PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS** See guidance on regulated entertainment Will you be providing boxing or wrestling entertainments? No

| Continued from pre    | vious page   |                        |  |
|-----------------------|--|------------------------|--|
| Section 10 of 21      |  |                        |  |
| PROVISION OF LI       |  |                        |  |
| See guidance on r     | regulated entertainment  |                        |  |
| Will you be provid    | ding live music?   |                        |  |
| ○ Yes                 | <ul><li>No</li></ul>   |                        |  |
| Section 11 of 21      |  |                        |  |
| PROVISION OF RE       | ECORDED MUSIC  |                        |  |
| See guidance on r     | regulated entertainment  |                        |  |
| Will you be provid    | ding recorded music?   |                        |  |
| ○ Yes                 | <ul><li>No</li></ul>   |                        |  |
| Section 12 of 21      |  |                        |  |
| PROVISION OF PE       | ERFORMANCES OF DANCE   |                        |  |
| See guidance on r     | regulated entertainment  |                        |  |
| Will you be provid    | ding performances of dance?  |                        |  |
| ○ Yes                 | <ul><li>No</li></ul>   |                        |  |
| Section 13 of 21      |  |                        |  |
| PROVISION OF AIDANCE  | NYTHING OF A SIMILAR DESCR   | RIPTION TO LIVE MUSIC, | RECORDED MUSIC OR PERFORMANCES OF  |
| _                     | regulated entertainment<br>ding anything similar to live mus<br>dance? | sic, recorded music or |  |
| ○ Yes                 | <ul><li>No</li></ul>   |                        |  |
| Section 14 of 21      |  |                        |  |
| LATE NIGHT REFF       | RESHMENT   |                        |  |
| Will you be provid    | ding late night refreshment?   |                        |  |
| ○ Yes                 | <ul><li>No</li></ul>   |                        |  |
| Section 15 of 21      |  |                        |  |
| SUPPLY OF ALCO        | HOL  |                        |  |
| Will you be selling   | g or supplying alcohol?  |                        |  |
| <ul><li>Yes</li></ul> | ○ No   |                        |  |
| Standard Days A       | nd Timings   |                        |  |
| MONDAY                | (  |                        |  |
|                       | Start 11:00  | End 23:00              | Give timings in 24 hour clock.<br>(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 23:00              |  |
|                       | Start  | End                    |  |

| Continued from previous page                                   |                                  |         |              |  |
|--|----------------------------------|---------|--------------|--|
| WEDNESDAY  |                                  |         |              |  |
| Start  | 11:00                            | End     | 23:00        |  |
| Start  |                                  | End     |              |  |
| THURSDAY   |                                  |         |              |  |
| Start  | 11:00                            | End     | 23:00        |  |
| Start  |                                  | End     |              |  |
| FRIDAY   |                                  |         |              |  |
| Start  | 11:00                            | End     | 23:00        |  |
| Start  |                                  | End     |              |  |
| SATURDAY   |                                  |         |              |  |
|  | 11:00                            | End     | 23:00        |  |
| Start  |                                  | End     |              |  |
| SUNDAY   |                                  |         |              |  |
|  | 11:00                            | Fnd     | 23:00        |  |
| Start  |                                  | End     | 23.00        |  |
| Will the sale of alcohol be for c                              | onsumption:                      | LIIG    |              | If the sale of alcohol is for consumption on   |
| On the premises  | Off 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                                  |                                  |         |              |  |
| For example (but not exclusive                                 | ely) where the activity will occ | ur on a | dditional da | ys during the summer months.   |
|  |                                  |         |              |  |
| Non-standard timings. Where column on the left, list below     | the premises will be used for t  | he sup  | ply of alcoh | ol at different times from those listed in the   |
| For example (but not exclusive                                 | ely), where you wish the activi  | ty to g | o on longer  | on a particular day e.g. Christmas Eve.  |
|  |                                  |         |              |  |
| State the name and details of t licence as premises supervisor |                                  | to spe  | ecify on the |  |

| 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 are  |  |
| Postcode  |  |
| Country   |  |
| Personal Licence number<br>(if known)   |  |
| Issuing licensing authority<br>(if known)   |  |
| PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT   |  |
| How will the consent form of the proposed designated premises supervisbe supplied to the authority?   | sor  |
| <ul> <li>Electronically, by the proposed designated premises supervisor</li> </ul>  |  |
| As an attachment to this application  |  |
| Reference number for consent<br>form (if known)   | If the consent form is already submitted, ask<br>the proposed designated premises<br>supervisor for its 'system reference' or 'your<br>reference'. |
| Section 16 of 21  |  |
| ADULT ENTERTAINMENT   |  |
| Highlight any adult entertainment or services, activities, or other entertair<br>premises that may give rise to concern in respect of children  | nment or matters ancillary to the use of the   |
| Give information about anything intended to occur at the premises or and rise to concern in respect of children, regardless of whether you intend ch (but not exclusively) nudity or semi-nudity, films for restricted age groups | ildren to have access to the premises, for example   |
| NONE.   |  |

# Continued from previous page... Section 17 of 21 **HOURS PREMISES ARE OPEN TO THE PUBLIC Standard Days And Timings MONDAY** Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days Start 11:00 End 23:00 of the week when you intend the premises Start End to be used for the activity. **TUESDAY** Start 11:00 End 23:00 Start End WEDNESDAY Start 11:00 End 23:00 Start End **THURSDAY** Start 11:00 End 23:00 Start End **FRIDAY** Start 11:00 End 23:00 Start End **SATURDAY** Start 11:00 End 23:00 Start End **SUNDAY** Start 11:00 End 23:00 Start End

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.

# 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.

- 1. A bound incident log shall be kept at the premises, and made available on request to an authorised officer of the council or the police, which will record the following:
- a. all crimes reported to the venue.
- b. all ejections of patrons
- c. any incidents of disorder
- d. any faults in the CCTV system
- e. any visit by a relevant authority or emergency service.
- f. Any refusal of the sale of alcohol during the hours the premises is licensed to sell it.
- 2. Any detail shown on the plan that is not required by the licensing plans regulations is indicative only and subject to change at any time.
- b) The prevention of crime and disorder
- 3. The premises shall install and maintain a comprehensive digital colour CCTV system. All public areas of the licensed premises, including all public entry and exit points and the street environment, will be covered enabling facial identification of every person entering in any light condition. The CCTV cameras shall continually record whilst the premises are open to the public and recordings shall be kept available for a minimum of 31 days with date and time stamping. A staff member who is conversant with the operation of the CCTV system shall be present on the premises at all times when they are open to the public. This staff member shall be able to show the police or the Licensing Authority recordings of the preceding two days immediately when requested.
- 4. Signage stating that CCTV is in operation at the premises will be clearly displayed at the premises
- 5. In the event that a serious assault is committed on the premises (or appears to have been committed) the management will immediately ensure that:
- a) the police (and, where appropriate, the Ambulance Service) are called without delay;
- b) all measures that are reasonably practicable are taken to apprehend any suspects pending the arrival of the police;
- c) the crime scene is preserved so as to enable a full forensic investigation to be carried out by the police; and
- d) such other measures are taken (as appropriate) to fully protect the safety of all persons present on the premises.
- c) Public safety
- 6. An adequate and appropriate supply of first aid equipment and materials must be available on the premises at all times.
- 7. A fire safety risk assessment will be completed as per government guidelines on an annual basis (Regulatory Reform (Fire Safety) Order 2005) And produced to authorised officers of the council, Police or the Fire Service upon request.
- 8. All exit routes and public areas shall be kept unobstructed, shall have non-slippery and even surfaces, shall be free of trip

hazards and shall be clearly signed.

- d) The prevention of public nuisance
- 9. The licensee will ensure that there is an adequate number of receptacles for waste within the premises for the public to use.
- 10. No noise generate on the premises, or by its associated plant or equipment, shall emanate from the premises nor vibration be transmitted through the structure of the premises which gives rise to a nuisance.
- 11. No fumes, steam or odours shall be emitted from the licensed premises so as to cause a nuisance to any persons living or carrying on business in the area where the premises is situated.
- 12. During the hours of operation of the premises, the licence holder shall ensure sufficient measures are in place to remove and prevent litter or waste arising or accumulating from customers in the area immediately outside the premises.
- 13. Notices shall be prominently displayed at all exits requesting patrons leaving the premises to do so quietly respecting the needs of local residents and businesses.
- 14. There shall be no sale of alcohol in unsealed containers for consumption off the premises.
- e) The protection of children from harm
- 15. The premises shall at all times operate a Challenge 25 policy to prevent any customers who attempt to purchase alcohol and who appear to the staff member to be under the age of 25 years without having first provided identification. Only a valid British driver's licence showing a photograph of the person, a valid passport or proof of age card showing the 'Pass' hologram are to be accepted as identification. Military ID Cards can also be accepted.
- 16. Deliveries;
- a) The full name and address of the person making the delivery booking will be recorded
- b) A pre-booking system will be in place for all sales of alcohol, whereby the customer pays for the product on-line.
- c) Deliveries of alcohol will not be left with anyone under the age of 18
- d) There will be no 'safe place' delivery option for the delivery of alcohol
- 17. All staff members engaged, or to be engaged, in selling alcohol on the premises shall receive full training pertinent to the Licensing Act, specifically in regard to age-restricted sales, and the refusal of sales to persons believed to be under the influence of alcohol or drugs.
- 18. All such training is to be fully documented and signed by not only the employee but the person delivering the training. Training records shall be kept at the premises and made available upon request to either an authorised officer of the council or the police on request/ Staff employed to sell alcohol and assist a licensable activity shall undergo training upon induction. This shall include, but not be limited to;
- The premises age verification policy
- Dealing with refusal of sales.
- Proxy purchasing
- Identifying attempts by intoxicated persons to purchase alcohol
- Identifying signs of intoxication
- 19. Such training sessions are to be documented and refreshed every twelve months. All training sessions are to be documented in English. Records of training shall be kept for a minimum of one year and be made available to an authorised officer of the council or the police upon request.

| Continued from previous page |  |  |
|------------------------------|--|--|
|                              |  |  |

#### 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 £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 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 (£) 100.00

#### **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.
  - X 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 Peter Conisbee

\* Capacity Licensing Consultant for the Applicant

\* Date 20 / 08 / 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 <a href="https://www.gov.uk/apply-for-a-licence/premises-licence/city-of-london/apply-1">https://www.gov.uk/apply-for-a-licence/premises-licence/city-of-london/apply-1</a> 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

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