

## LICENSING ACT 2003

### NOTICE OF APPLICATION FOR A MINOR VARIATION TO A PREMISES LICENCE / CLUB PREMISES CERTIFICATE

(Insert name of applicant) are applying for a minor variation to a premises licence / club premises certificate at:-

**[INSERT NAME AND ADDRESS OF PREMISES]**

NOTICE IS HEREBY GIVEN that an application has been made to the Licensing Authority of WAVERLEY BOROUGH COUNCIL under the Licensing Act 2003. Details of the application are as follows:

Brief description of application proposal:-

**(insert details of licensable activities and hours proposed)**

A copy of the application may be inspected during normal office hours at the address shown below or at [www.waverley.gov.uk/publicregister](http://www.waverley.gov.uk/publicregister)

A Responsible Authority or any other person wishing to make representations on this matter must submit those representations in writing to Licensing Section, Waverley Borough Council, Council Offices, The Burys, Godalming, Surrey, GU7 1HR by not later than

**(insert date giving 10 days from the day after acceptance of the application)**

stating the grounds on which the representation is made. Written representations may also be made by e-mail to: [licensing@waverley.gov.uk](mailto:licensing@waverley.gov.uk).

Please note that it is an offence knowingly or recklessly to make a false statement in connection with an application and, on summary conviction for the offence, a person is liable to a fine not exceeding level five on the standard scale (currently £5,000).