

Example of a public notice which **MUST BE DISPLAYED ON THE PREMISES, IN A PLACE CLEARLY VISIBLE TO THE PUBLIC, FOR 28 CONSECUTIVE DAYS** after an application has been made.

The notice must be:

- A4 size or larger
- on pale blue paper
- completed legibly in black ink or typed in black in font size 16 or larger

Please note for premises covering more than 50 sq. metres more than one notice is required

## Licensing Act 2003 Public Notice

I/We (Enter Name of Applicant)

Do hereby give notice that I/We have applied to the Licensing Authority at Stockton-On-Tees Borough Council for the Grant/Variation\* of a Premises Licence/Club Premises Certificate\* (**\*Delete as appropriate**) at (**Insert postal address of premises**) and known as (**Insert Trading Name of premises**)

The application is to permit the following licensable activities:  
(**Insert brief description including the activities, days and times, in the case of a variation application give details of the nature of the variation including hours**)

Any representations about this application must be made in writing by (**Insert date 28 days from day after submission**) and sent to:

The Licensing Service, Municipal Buildings, Church Road, Stockton-On-Tees, TS18 1LD. The record of this application may be inspected Monday to Friday (except Bank Holidays) at the Licensing Office at the above address between the hours of 9.00am to 4.00pm or on the website at [www.stockton.gov.uk](http://www.stockton.gov.uk)

It is an offence to knowingly or recklessly make a false statement in connection with this application and the maximum fine for which a person is liable on summary conviction for the offence is unlimited.