

# Licensing Act 2003 Representation Form for Interested Parties

Ref: REP01



For information and guidance in relation to making a representation,  
please see relevant guidance notes – Ref.GN7

## Section 1 – Objector’s Details

Please give your full address, including postcode, or we may not be able to consider your representation may. This is because it is only a “relevant representation” if you live or have a business in the vicinity of the premises.

<b>Full name</b>		<b>Daytime phone number</b>	
<b>Home address</b>		<b>Business address</b> <i>(if making representations as a business in the vicinity of the premises)</i>	
<b>Email</b>		<b>Fax number</b>	

We will send a full copy of your objection (including your name and address) to the applicant and will also make it available at any public hearings relating to the application.

I wish to make representations in relation to the following application:

## Section 2 – Application Details

<b>Name of the premises you are making a representation about.</b>			
<b>Address of the premises you are making a representation about.</b>			
(Tick as appropriate ✓)			
<b>Application for a</b>	<b>Premises Licence</b>		<input type="checkbox"/>
	<b>Club Premises Certificate</b>		<input type="checkbox"/>
<b>Application to vary an existing</b>	<b>Premises Licence</b>		<input type="checkbox"/>
	<b>Club Premises Certificate</b>		<input type="checkbox"/>
<b>Application number (If known)</b>			

If you represent residents or businesses in the vicinity, please complete the boxes below and attach any additional sheets showing the details of those you have been requested to represent.

Organisation’s name if applicable	
Please state nature of representation, for example, Residents’ Association, Ward Councillor, MP or Trade Association	

You must return this form within the Statutory Period. You can find details of the statutory period deadline on the Council’s website at [www.eastdevon.gov.uk](http://www.eastdevon.gov.uk).

You may also check this with the Licensing Team on 01395 517410

You need to complete the next section as fully as possible. If you do not, the Sub Committee may not understand why you are making representations. Try to be as specific as possible and give examples.

**Section 3 – Representation Details**

Which of the four licensing objectives does your representation relate to? (Tick as appropriate)	(✓)	Please detail the evidence supporting your representation, or the reason for your representation. Please use separate sheets if necessary.
Prevention of crime and disorder	<input type="checkbox"/>	
Public safety	<input type="checkbox"/>	
Prevention of public nuisance	<input type="checkbox"/>	
Protection of children from harm	<input type="checkbox"/>	

(Tick as appropriate ✓)

I object to the application being granted at all

I object to the application being granted in its current form \*

\* If you choose this option, remember to tell us in the next section what changes you would like to see.

<p><b>Are there any changes you would like to see which the applicant could take which would address your concerns?</b></p> <p><b>If yes, please give details.</b></p>	
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**If you do make a “relevant representation” because you live or have a business in the vicinity of the premises, we will invite to attend the Licensing Sub Committee hearing.**

Signature	
Date	

Please return this form along with any additional sheets / supporting information to:  
 Licensing Team, East Devon District Council, Council Offices, Knowle, Sidmouth, EX10 8HL,  
 or email to [licensing@eastdevon.gov.uk](mailto:licensing@eastdevon.gov.uk).

A copy of this form in MS Word format is available for completion on the District Council’s website on the Licensing Pages. Please save the form to your computer before completing.

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