

## **Advertisements/Notices For Minor Variations**

The notice is to be displayed on the premises for a period of no less than 10 working days starting on the day after the day on which the application was given to the relevant licensing authority. It must be displayed, in all cases, prominently at or on the premises to which the application relates, where it can be conveniently read from the exterior of the premises. If any part of the external perimeter of the premises that is one hundred or more metres in length abuts a public highway or other place accessible to the public, by displaying such a notice at least every fifty metres along that part of the perimeter.

The Notice must be: of a size equal or larger than A4, white in colour, printed legibly in black ink or typed in black with the heading in font of size equal to or larger than 32 and the remainder in font of size equal to or larger than 16;

It must contain the following information:-

- a brief description of the proposed variation or variations,
- the name of the applicant or club,
- the postal address of the premises or club premises, if any, or if there is no postal address for the premises a description of those premises sufficient to enable the location and extent of the premises or club premises to be identified,
- the postal address and, where applicable, the worldwide web address where the register of the relevant licensing authority is kept and where and when the record of the application may be inspected,
- the date by which an interested party may make representations to the relevant licensing authority,
- that it is an offence knowingly or recklessly to make a false statement in connection with an application and the maximum fine for which a person is liable on summary conviction for the offence;

Example Notice

# **LICENSING ACT 2003 MINOR VARIATION OF A PREMISES LICENCE**

**[LICENCE HOLDER]  
[PREMISE ADDRESS]**

An application has been made for a Minor Variation of the premises licence at the above premises.

*[DESCRIPTION]*

A copy of the Minor Variation application can be viewed at the Licensing Department, Licensing Office, Tame Street Depot, Tame Street, Stalybridge, SK15 1ST

The application can be viewed Monday to Friday - 10:00am - 12:00pm & 14:00pm - 16:00pm except bank holidays

Any person wishing to make representations in relation to this application must do so in writing to Licensing Department, Council Offices, Tame Street Depot, Tame Street, Stalybridge, SK15 1ST no later than [DATE]

It is an offence knowingly or recklessly to make a false statement in connection with an application, the maximum fine for which a person is liable on summary conviction for making a false statement is a Level 5 fine on the standard scale.

Date: