

ABERDEENSHIRE (SOUTH) LICENSING BOARD

**THE LICENSING (SCOTLAND) ACT 1976
as amended**

**APPLICATION FOR TEMPORARY TRANSFER OF LICENCE
Section 25 (1A)**

IF IN DOUBT PLEASE CONSULT YOUR SOLICITOR

FOR OFFICIAL USE ONLY

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Date copied to DES (for info).....	Date Acknowledged
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PLEASE RESPOND BY	
Response received Police	Date Granted
	Date of meeting at which Permanent transfer of this application is to be considered

PLEASE DO NOT WRITE IN SHADED AREA

1. Name, Address and Telephone Number of Premises	
2. Type of Licence	<i>Please delete as appropriate HOTEL, RESTRICTED HOTEL, PUBLIC HOUSE, REFRESHMENT, RESTAURANT, ENTERTAINMENT, OFF SALE</i>
3. Applicant Company or Applicant Partnership Name, Address of Registered Office, Telephone Number, Email Address and Company Registration Number	<i>Please complete if applicant is a company or partnershiponly</i>
4a. Name, Designation, Address, Telephone Number, Date & Place of Birth and Email Address of Applicant or Employee/Agent to be responsible for day to day running of the Premises (married women include Maiden Name)	<i>Please complete if applicant is a natural person or employee or agent of no. 1 above</i>

<p>4b Particulars of Applicant or Employee/Agent:</p> <p>i) Length of Experience in Licensing Trade</p> <p>ii) Details of Experience</p> <p>iii) Qualifications (please enclose copy Certificates)</p> <p>(Continue on separate sheet if necessary)</p>	<p>i)</p> <p>ii)</p> <p>iii)</p>
<p>NB It is a requirement of the Licensing Board that all Transferees are Trained to Scottish Licensee Certificate standard or equivalent. Please contact the Licensing Department for details.</p>	
<p>5a. If Applicant is a Company or Firm, please give Name, Date & Place of Birth, Address and Telephone Number of all Directors or Partners</p>	
<p>5b. If Applicant is an Individual, please give Name, Address, Date & Place of Birth and Telephone Number of the person or persons on whose behalf or for whose benefit the Applicant will manage the Premises.</p>	
<p>This should include inter alia the Spouse or Partner of the Applicant or the Owner of the Premises if different from the Applicant.</p>	
<p>6. State whether the following apply:</p> <p>a. Regular Extension</p> <p>b. Children's Certificate</p> <p>c. Sunday Opening</p>	<p style="text-align: right;">Expiry Date</p> <p>Yes/No</p> <p>Yes/No</p> <p>Yes/No</p>
<p style="text-align: center;">Gaming Machine Permit</p> <p>If you have a Gaming Machine, an Application for a Gaming Machine Permit should accompany this Application. Remember to apply for Gaming Machine Licence/Transfer. (To HM Customs & Excise) 14 days in advance of Date of Entry.</p>	
<p>7. State whether Applicant requires a Seasonal Licence in terms of Section 62 of the Act</p>	<p><i>Does Applicant wish to close Premises for a significant period each year.</i></p> <p>YES/NO</p>
<p>8. If Application is for Transfer of Public House or Hotel Licence, is request made under Section 119 relating to Trading Hours for Off-Sales parts of Premises</p>	<p><i>Does Applicant wish a separate Off-Sales part of the Premises</i></p> <p>YES/NO</p> <p><i>If YES please submit 7 Layout Plans herewith</i></p>

9. Date on which Temporary Transfer is to take effect	<i>Date of Entry or day following</i>
10a. Has Applicant and/or his Employee or Agent been previously Refused the Grant of a Licence or Transfer of a Licence for any reason.	Yes/No
b. If yes, please state Reason	
c. Please advise Date of Refusal & Board Name	
DATE _____	SIGNATURE _____ APPLICANT/AGENT If submitted by an Agent, Agent complete the following:-
Solicitor's Name	
Firm Name and Address	
Postcode	
Office Reference	
Telephone No.	
Fax No.	
Legal Post No:	
Email Address	
LETTER OF CONSENT, COPY MISSIVES OR LEASE AND CURRENT LICENCE SHOULD ACCOMPANY THIS FORM	
This application, with any necessary accompanying papers, must be received by the Clerk to the Licensing Board, Viewmount, Arduthie Road, Stonehaven not later than 14 days prior to the date on which the Temporary Transfer is to take effect.	
Remember to apply to the Department of Environmental Services for Registration of Food Premises and Control of Waste 28 days in advance of date of entry.	
Please note: You must arrange for a Trade Refuse Collection. If you require the Council to collect your waste, please telephone 01467 620981	
Fee for Temporary Transfer £19 (Cheque to be made payable to "Aberdeenshire Council (South)")	