

Appendix A



Portsmouth
Application for a premises licence
Licensing Act 2003

For help contact
Licensing@portsmouthcc.gov.uk
Telephone: 023 9283 4572

* required information

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You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

- Yes No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

Thines

* Family name

Jeyarantnam

* E-mail

Main telephone number

Include country code.

Other telephone number

- Indicate here if you would prefer not to be contacted by telephone

Are you:

- Applying as a business or organisation, including as a sole trader
 Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

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Your Address

Address official correspondence should be sent to.

* Building number or name	<input type="text" value="Twyford Convenience"/>
* Street	<input type="text" value="139 Twyford Avenue"/>
District	<input type="text" value="Portsmouth"/>
* City or town	<input type="text" value="Portsmouth"/>
County or administrative area	<input type="text" value="Hampshire"/>
* Postcode	<input type="text" value="PO2 8HU"/>
* Country	<input type="text" value="United Kingdom"/>

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PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

- Address OS map reference Description

Postal Address Of Premises

Building number or name	<input type="text" value="Twyford Convenience"/>
Street	<input type="text" value="139 Twyford Avenue"/>
District	<input type="text" value="Portsmouth"/>
City or town	<input type="text" value="Portsmouth"/>
County or administrative area	<input type="text" value="Hampshire"/>
Postcode	<input type="text" value="PO2 8HU"/>
Country	<input type="text" value="United Kingdom"/>

Further Details

Telephone number	<input type="text"/>
Non-domestic rateable value of premises (£)	<input type="text" value=""/>

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APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- An individual or individuals
- A limited company
- A partnership
- An unincorporated association
- A recognised club
- A charity
- The proprietor of an educational establishment
- A health service body
- A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- The chief officer of police of a police force in England and Wales
- Other (for example a statutory corporation)

Confirm The Following

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- I am making the application pursuant to a statutory function
- I am making the application pursuant to a function discharged by virtue of Her Majesty's prerogative

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INDIVIDUAL APPLICANT DETAILS

Applicant Name

Is the name the same as (or similar to) the details given in section one?

- Yes No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

First name

Family name

Is the applicant 18 years of age or older?

- Yes No

Continued from previous page...

Applicant Postal Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Yes No

Building number or name	<input type="text" value="Twyford Convenience"/>
Street	<input type="text" value="139 Twyford Avenue"/>
District	<input type="text" value="Portsmouth"/>
City or town	<input type="text" value="Portsmouth"/>
County or administrative area	<input type="text" value="Hampshire"/>
Postcode	<input type="text" value="PO2 8HU"/>
Country	<input type="text" value="United Kingdom"/>

Applicant Contact Details

Are the contact details the same as (or similar to) those given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Yes No

E-mail	<input type="text" value="[REDACTED]"/>
Telephone number	<input type="text" value="[REDACTED]"/>
Other telephone number	<input type="text"/>

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OPERATING SCHEDULE

When do you want the premises licence to start? / /
dd mm yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end / /
dd mm yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

The premises is a terrace new small family run general convenience store on a main road . The shop is being fully refurbished and will start trading as 'TWYFORD CONVENIENCE". The shop is on the ground floor with a small store area, and back yard. Area is a mixed commercial/residential and offices.

This is a small family run local convenience store that will serve the local community in a responsible and effective way.

Continued from previous page...

The shop operates as a convenience store including News Agent, Grocery, fruit & Veg, Lottery, Paypoint, Cigarettes, Confectionery and off licence.

The shop is a secured unit with a 24 hour alarm, CCTV and shutters. The shop will establish very good relationship with local community and take on board any relevant comments and suggestions by the local residents.

The applicant has many years of experience in retail industry (alcohol) and has undergone necessary training and refresher courses in the retail sale of alcohol. The proposed premises licence holder and DPS has not breached any licensing laws todate. Shop meets health & safety requirements and any staff if employed will undergo necessary training in the Licensing Act 2003.

If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

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PROVISION OF PLAYS

Will you be providing plays?

- Yes No

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PROVISION OF FILMS

Will you be providing films?

- Yes No

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PROVISION OF INDOOR SPORTING EVENTS

Will you be providing indoor sporting events?

- Yes No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

Will you be providing boxing or wrestling entertainments?

- Yes No

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PROVISION OF LIVE MUSIC

Will you be providing live music?

- Yes No

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PROVISION OF RECORDED MUSIC

Will you be providing recorded music?

- Yes No

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PROVISION OF PERFORMANCES OF DANCE

Will you be providing performances of dance?

- Yes No

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PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

Will you be providing anything similar to live music, recorded music or performances of dance?

- Yes No

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LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

- Yes No

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SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

- Yes No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the sale of alcohol be for consumption:

- On the premises Off the premises Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Name

First name

Family name

Continued from previous page...

Enter the contact's address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number (if known)

Issuing licensing authority (if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- Electronically, by the proposed designated premises supervisor
- As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

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ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

N/A

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HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock. (e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

Continued from previous page...

TUESDAY

Start	<input type="text" value="06:00"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text" value="23:00"/>

WEDNESDAY

Start	<input type="text" value="06:00"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text" value="23:00"/>

THURSDAY

Start	<input type="text" value="06:00"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text" value="23:00"/>

FRIDAY

Start	<input type="text" value="06:00"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text" value="23:00"/>

SATURDAY

Start	<input type="text" value="06:00"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text" value="23:00"/>

SUNDAY

Start	<input type="text" value="06:00"/>	End	<input type="text"/>
Start	<input type="text"/>	End	<input type="text" value="23:00"/>

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

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LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

Continued from previous page...

List here steps you will take to promote all four licensing objectives together.

We are aware and fully understand our social & legal responsibility and duty towards the community, responsible authorities and our staff.

We are a small family run business who will take seriously the objectives and the council's statement of policy for the Licensing Act 2003. We will ensure strong management controls and effective training and monitoring of all staff are in place to ensure that they are aware of the requirements of the 4 main objectives of the premises licence.

In particular, special attention will be given to the following:

- 1) No selling of alcohol to under age people
- 2) No drunk or disorderly behaviour will be entertained and whenever necessary preventive action will immediately be taken
- 3) Vigilance to prevent violent, anti social behaviour and under age sales
- 4) Supervision to prevent harm to children

As a licensed premises we know that the operation of the business would require the staff to operate on the basis of promoting the four objectives through their daily functions. We propose these objectives through the operating schedule and the measures which include regular staff training and qualifications, update on new issues or legislation, policies and strategic partnerships, good relationship with neighbourhood watch and other partnerships and responsible authorities.

Premises has a DPS appointed and every sale of alcohol is made by a personal licence holder or authorised by a personal licence holder.

DPS supervises day to day running of the business.

The operating schedule will be clearly displayed to show the hours of operations and licensable activities during these hours.

All staff are made aware of how to promote all 4 Licensing Objectives and receives training in Licensing Act 2003 including awareness, responsibilities, responsible retailing of alcohol, Challenge 25, and Fire emergency.

We will ensure that all staff members engaged or to be engaged, in selling alcohol at the premises shall receive the following induction training. this training will take place prior to the selling of such products:

- 1) The lawful selling of age restricted products
- 2) Refusing the sale of alcohol to a person who is drunk

All staff will receive refresher training annually and the training record shall be signed and dated by the staff.

All required signage including CCTV operation, challenge 25 posters, relevant public safety notices, notice to request customers to be considerate to neighbours, etc will be displayed prominently in the shop.

Staff can maintain good visual coverage of all customers entering the premises from the counter area. Also CCTV cameras monitor and record customer activity in the store at all times.

Secured place with CCTV, CCTV display unit, Alarm, smoke alarm and shutters in operation. Entrance, exit and floor areas are kept clean and tidy.

The position of the counter, display shelves, CCTV cameras, Monitor Screen, Alarm and external shutters are all measures taken to provide safer working environment for the staff, protect customers, and to minimize the threat of theft.

The premises shall have sufficient cameras (12 cameras [includes 1 front outside and 1 rear outside cameras]) within and outside the premises to cover all public areas. The system will be able to cope with all levels of illumination throughout the premises.

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The CCTV system shall operate all the times and will have a constant and accurate time and date generation. Recorded CCTV footage will be maintained for a minimum period of 30 days.

CCTV images are to be provided to the police upon reasonable request by an authorised officer without undue delay, without charge and no later than 48 hours after the initial request.

Health & Safety will be taken seriously and implemented.

All exit doors will be regularly checked and all fire doors maintained unobstructed and effectively self-closing. All fire fighting equipment will be regularly checked to ensure they function correctly.

Training log, refusal book and incidence book are kept in order and updated regularly. The DPS will ensure that refusals log is checked signed and dated regularly. These records will be retained for a minimum period of 12 months and will be made available for inspection immediately upon request by the Police and appropriate responsible authority.

Alcohol is displayed securely away from the shop entrance and is visible to counter staff. Spirits located behind the counter.

Price marking will meet the regulation $[P=D+(D \times V)]$.

No action will be taken to encourage or support any form of irresponsible drinking such as drunkenness, underage drinking, congregating outside the premises or drink driving. This also includes promotion of alcohol.

Notices will be displayed requesting customers to leave the premises quietly and respect the local residents.

Challenge 25 & Age Verification policies will be adopted to ensure anyone who appears to be under the age of 25 is challenged to show proof of ID. When no acceptable proof of ID is given - sale of alcohol & age restricted products will be refused and this will be recorded in the refusal register. Challenge 25 means that the holder of the premises licence shall ensure that those customers unknown to the staff member serving, who visually appears to be under 25 years of age and is seeking to purchase or be supplied with alcohol at the premises or from the premises shall be required to produce identification to prove their age.

Acceptable IDs for this purpose will include identical photo IDs with date of birth - full driving licence with photo, valid passport and PASS card.

External quality assurance consultants will be appointed to look at the systems and yearly refresher course.

Current premises licence holder has no history of any previous incidents related to under age selling, congregation of young people outside the premises or public disturbances reported to the police. The outside street lighting is very good for visibility. Also the premises licence holder is not aware of any congregation of intoxicated people within the immediate vicinity of the shop.

b) The prevention of crime and disorder

We are a family run and family oriented business who work very closely with the local community. We are fully aware of our social and legal responsibility to the public who come in contact with us. We, therefore, believe our business will be a low impact on crime and disorder as we sell alcohol in a responsible manner. Premises Licence Holder and DPS has many years industry experience and have never fallen fowl of the regulations.

Sufficient CCTV (12 cameras [10+2]) is installed and it meets the specification of licensing authority and police. Appropriate signage is displayed.

CCTV system cover all public area including outside of the stores, front entrance, counter area and entire shop display and public area that is open for licensable activities and includes at all times customers remain on the premises. The system will be able to cope with all levels of illumination throughout the premises.

The system caters for continuous digital recording and storing of data for upto 30 days. It is capable of capturing good

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quality images (including head and shoulder image by the camera facing the entrance) storing the pictures with date/time stamp, providing playback facility for any stored images and exporting them to external device for evidence to Local Authority and Police.

The CCTV cameras and recording equipment is of sufficient quality to work in all lighting levels inside the premises at all times.

Access to the system is managed by the DPS only. DPS is trained in operation of the system and retrieval of the recording. The system will be annually maintained by external contractor.

However, subject to Data Protection guidance and legislation, the DPS of the premises will ensure that key staff are fully trained in the operation of the CCTV and will assist the authorised officer of the licensing authority and or Police.

A suitably trained member of staff shall be present at all times the premises are open for the sale of alcohol

Assist the police or authorised officers in obtaining the CCTV footage and are to be provided to the police without undue delay, without charge and no later than 48 hrs after the initial request.

An incident log detailing any occurrences of nuisance, complaint, crime, ejection of customers, any faults in the CCTV system or scanning equipment, refusal of sale of alcohol, age restricted products, disorder or incidence or any visit by a relevant authority or emergency services will be kept at the premises and made available to the police upon request.

All sales of alcohol for consumption off the premises shall be in sealed containers and shall not be consumed or allowed to be opened on the premises.

We will not sell alcohol to anyone who is under the influence of any substance. Such as alcohol who may increase the risk in the area of crime or of any disorder. Staff will be trained accordingly.

Maintaining and will continue to have good relationship with local community, police and the local authority.

Spirits will be located behind the counter.

Staff will be trained with regard to their responsibilities in the retail sale of alcohol and regular refresher training will also be undertaken. Training records can be made available for inspection upon reasonable request by the Police or other relevant officers of a responsible authority.

CCTV, alarm and shutters are in operation

Personal Licence holders are on duty in particular from 18 hrs to 23.00 hrs and if required, additional staff will be on duty, if required.

Challenge 25 & no ID no sale policies are implemented. Staffs are trained accordingly.

Staff will be trained to advise customers to enter and leave the premises in an orderly and respectful manner with regard to nearby residents.

customers will not be allowed to congregate outside the premises and consume alcohol purchased at the shop or elsewhere while the shop is open for trade.

Staff will be trained to deal with situations that arise like this.

DPS to supervise day to day running of business.

c) Public safety

Continued from previous page...

Comply with current legislation. To include:
The premises will be maintained in a safe manner at all times.

Entrance, exit & floor areas are kept clean & tidy & kept clear of goods. All exit routes shall be kept unobstructed shall have non slippery and even surfaces, shall be free of trip hazards and shall be clearly defined. Signage where required will be displayed

Fire extinguishers are regularly serviced & kept clear

We have a consultant who has advised us on public safety. We have a full stocked first aid kit.

Our business will not give rise to a public safety risk.

Training of staff to deal with public safety.

Counter staff to have clear vision from obstruction.

Bright lighting for customers. External and internal lightings will be regularly checked to ensure they are working correctly to promote the public safety objective. This will ensure safe and working condition.

All staff are trained to deal with any outbreak of fire at the premises. Fire extinguishers are regularly serviced.

Suitable and sufficient CCTV system with recording facilities will be in place at site both externally and internally and will cover all high risk areas including till points, beers, wines and spirit section. Also CCTV will include to operate at all times the premise is open. The system will be able to cope with all levels of illumination throughout the premises. Images with date and time (taking account of GMT and BST) can be made available upon reasonable request by the Police or other relevant officers of a responsible authority.

Electric items will be checked yearly by qualified testers annually.

Training will be provided to staff to staff to ensure correct underage ID checks are carried out.

A logbook will be kept on the premises which will include particulars of inspection made, statute requirements and information to comply with any public safety conditions attached to the premises licence. This record will be available for inspection when required by relevant persons authorised by the Licensing Act 2003 or associated legislation.

We are keen to work in partnership with relevant authorities to meet the Public Safety objective.

DPS to supervise day to day running of the business

d) The prevention of public nuisance

Signs and notices will be displayed at the exists requesting customers to leave the premises and the area quietly and to be considerate to neighbours.

All refuse will be disposed in an appropriate manner and external areas will be kept in a clean and presentable manner at all times free of litter and weed.

Staff will be trained with regard to their responsibilities in the retail sale of alcohol and regular refresher training will also be undertaken. Training records can be made available for inspection upon reasonable request by the Police or other relevant officers of a responsible authority.

Extra care during opening, closing & delivery.

Continued from previous page...

Staff will be trained to advise customers to enter and leave the premises in an orderly and respectful manner with regard to nearby residents.

customers will not be allowed to congregate outside the premises and consume alcohol purchased at the shop or elsewhere while the shop is open for trade.

Staff will be trained to deal with situations that arise like this.

Licensable activities shall be carried out in such a manner so as to prevent nuisance and disturbance to nearby neighbours.

Extra staffs are on duty during busy hours.

DPS to supervise day to day running of the business

e) The protection of children from harm

Staff will be trained in the understanding of this policy and staff training records will be maintained on site at all times. Staff training records will be signed by the staff who received that training. Staff also will receive refresher training annually.

Training records will be available for inspection if requested by any responsible authority.

The premises licence holder will ensure that any refusals of sale are recorded in a refusals log which will be made available for inspection by responsible authority or the police.

Staff will be trained with regard to their responsibilities in the retail sale of alcohol and regular refresher training will also be undertaken. Training records can be made available for inspection upon reasonable request by the Police or other relevant officers of a responsible authority.

A till prompt system will be in operation at the store and used for the refusal of all age restricted products.

We will not sell alcohol to children and we will operate a "Challenge 25 Policy" at all times; Age verification policy will be implemented. Anyone who visually appears to be under the age of 25 and is seeking to purchase or be supplied with alcohol at the premises or from the premises shall be required to produce identification to prove their age. Such customers will be asked to provide proof of age and date of birth in the form of either valid passport, photo full driving licence or industry recognised proof of age identity card containing the Pass hologram.

If the person seeking restricted items including alcohol is unable to produce acceptable means of identification, no sale or supply of alcohol will be made to or for that person.

All refusals of alcohol sales will be logged in a refusal book and the record will be made available to the police or other responsible authority upon request.

The record of refusals will be retained for a minimum period of 12 months.

The licence holder shall display prominent signage confirming the premises's Challenge 25 Policy.

Spirits will be located behind the counter.

DPS to supervise day to day running of the business

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PAYMENT DETAILS

Continued from previous page...

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card. Premises Licence Fees are determined by the non domestic rateable value of the premises. To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300	£100.00
Band B - £4301 to £33000	£190.00
Band C - £33001 to £8700	£315.00
Band D - £87001 to £12500	£450.00*
Band E - £125001 and over	£635.00*

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then your are required to pay a higher fee

Band D - £87001 to £12500	£900.00
Band E - £125001 and over	£1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999	£1,000.00
Capacity 10000 -14999	£2,000.00
Capacity 15000-19999	£4,000.00
Capacity 20000-29999	£8,000.00
Capacity 30000-39000	£16,000.00
Capacity 40000-49999	£24,000.00
Capacity 50000-59999	£32,000.00
Capacity 60000-69999	£40,000.00
Capacity 70000-79999	£48,000.00
Capacity 80000-89999	£56,000.00
Capacity 90000 and over	£64,000.00

* Fee amount (£)

DECLARATION

* I/we understand it is an offence, liable on conviction to a fine up to level 5 on the standard scale, under section 158 of the licensing act 2003, to make a false statement in or in connection with this application.

Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

Continued from previous page...

* Date

22	/	04	/	2017
dd		mm		yyyy

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...

2. Go back to <https://www.gov.uk/apply-for-a-licence/premises-licence/portsmouth/apply-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

OFFICE USE ONLY

Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

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