**Spelthorne Borough Council Licensing Authority**

**Licensing Act 2003**

**REPRESENTATION FORM FROM INTERESTED PARTIES**

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|  **Your name/organisation name/name of body you represent**  |  |
|  **Organisation name/name of body you represent (if appropriate)**  |  |
|  **Postal and email address** |  |
|  **Contact telephone number** |  |
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|  **Name of the premises you are making a representation about**  |
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| **Address of the premises you are making a representation about** |  |

 **Your representation must relate to one of the four Licensing Objectives (see note 4)**

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|  ***Licensing Objective***  |

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|  ***Yes Or No***  |

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|  ***Please detail the evidence supporting your representation*** ***or the reason for your representation.*** ***Please use separate sheets if necessary***  |

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| **To prevent crime and disorder**  |
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| **Public safety** |  |  |
| **To prevent public nuisance** |  |  |
| **To protect children from harm** |  |  |

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|  **Please suggest any conditions that could be added to the licence to remedy your representation or other suggestions you would like the Licensing Sub Committee to take into account.** |  |

 Signed: Date:

 **Please see notes below**

**NOTES**

1. If you do make a representation you will be expected to attend a meeting of the Licensing Authority’s Committee and any subsequent appeal proceeding. If you do not attend, the Committee will consider any representations that you have made.

2. This form must be returned within the statutory period of 28 days from the date the application was displayed on the premises of the date given in the public notice in a local newspaper or other local publication.

3. These can only relate to the four licensing objectives.

4. If you do make a representation you will be expected to attend a meeting of the Licensing Authority’s Committee and any subsequent appeal proceeding. If you do not attend, the Committee will consider any representations that you have made.

5. Your representation will be passed to the applicant, to allow them the opportunity of addressing your concerns. Your representations will be published in the report available to the Licensing Committee, which will be publicly available.

6. Please return this form when completed to:

Spelthorne Borough Council

Licensing Team
Knowle Green
Staines-upon-Thames

TW18 1XB

Email: licensing@spelthorne.gov.uk