

LEGAL REQUIREMENTS IN RELATION TO ADVERTISING APPLICATIONS

The Licensing Act 2003 (Premises Licences and Club Premises Certificates) Regulations 2005

The following legal requirements need to be followed in relation to applications for:

- New Premises Licences
- Provisional Statements
- Variation of Premises Licence

A person making an application in relation to the above, shall advertise the application as follows:

1. At the Premises

Display a notice at the premises as follows:

- For a period of not less than 28 consecutive days starting on the day after the application was made to the Licensing Authority
- The notice must be at least A4 in size
- Be pale blue in colour
- Printed legibly in black ink with a minimum font size of 16
- The notice must be displayed in a prominent position at the premises, where it can be conveniently read from the exterior of the premises
- If the premises are greater than 50 metres square, notices have to be displayed at 50 metre intervals along the site perimeter

2. Notice in a Local Newspaper

A notice detailing the application made has to be published in a local newspaper, or if there is not one, in local newsletter, circular or similar document circulating in the vicinity of the premises.

The notice must be published at least on one occasion during the period of ten (10) working days starting on the day after the application was made to the Licensing Authority.

3. Content of the Notice

The content of the notice must contain by law certain matters. Regulation 26 of the above regulations details those requirements and should be referred to when preparing a notice to advertise an application.