



Advertisements and Notices Guide for Applicants

Notice on Premises

This must be displayed on the premises for a period of no less than 28 consecutive 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. In the case of a premises covering an area of more than fifty metres square, a further notice in the same form, and subject to the same requirements, must be displayed every fifty metres along the external perimeter of the premises abutting any highway;

The Notice must be:

- of a size equal or larger than A4
- of a pale blue colour
- printed legibly in black ink or typed in black in a font of a size equal to or larger than 16

Notice in Newspaper

This must be published at least once during a period of 10 working days, starting the day after the application was made to the licensing Authority.

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Example Notice

I (*name of applicant*)/We (*club name*) have applied for the
*Grant/*Variation of a *Premises Licence/*Club Premises Certificate for
(*premises, address*)

The Licence if granted is to enable the following activities to take place:
*sale of alcohol on the premises/*sale of alcohol off the
premises/*provision of regulated entertainment/*provision of late night
refreshment. (**Delete as appropriate*)

(*If varying licence briefly specify what you intend to change, this could
be hours or licensable activities*).

Any person wishing to make representations in relation to this
application may do so by writing to the Licensing Section, Oldham
Metropolitan Council, Sir Robert Peacock House,
Vulcan Street, Oldham, OL1 4LA. The application can also be viewed at
the above address during office hours.

Representations should be made by (*Date*) (This date is 28 days after
the day you submit your application to the Licensing Authority)

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.

Dated (*Date*) (The date of this Notice must be the day after the
application for the licence was correctly given to the Licensing Authority)

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For further information contact Oldham Council's Licensing Section

In person or in writing to:	Licensing Section Oldham Council Sir Robert Peacock House, Vulcan Street, Oldham OL1 4LA 9:00 to 15:00 Mondays 9:00 to 16:00 Tuesday to Friday
By phone:	0161 770 4730 or 4731 9:00 to 17:00 Monday to Friday
Fax:	0161 770 4481
E-mail:	env.licensing@oldham.gov.uk
Website	www.tradingstandards.gov.uk/oldham

**Any advice given in this guidance is not to be taken as legal advice.
Independent legal advice should be sought on any points of law.**