

ORKNEY ISLANDS AREA LICENSING BOARD

LICENSING (SCOTLAND) ACT 2005 – SECTION 29

NOTICE OF APPLICATION FOR VARIATION OF PREMISES LICENCE

1. Applicant/Agent name & address (include postcode)	2. Name & address of premises (inc. postcode)
EXISTING LICENSED HOURS	PROPOSED LICENSING HOURS
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	
3. Brief overview of proposed change(s) to premises licence	
<i>Text here</i>	
Further detailed information in regard to this application (including the operating plan) is available for inspection at Licensing Board offices – Legal Clerks’ Office, Council Offices, Kirkwall KW15 1NY between 9 a.m. and 1 p.m. and 2 p.m. and 5 p.m. Mondays to Fridays.	
Any person is eligible to object. Anyone wishing to object or make a representation must not later than [DATE] lodge with the clerk to the Licensing Board a written notice of objection or representation. It is the responsibility of the person making the objection or representation to ensure that the Board has received it and it may be helpful to lodge it in one of the following ways:	
<ul style="list-style-type: none">• Delivered by hand within the time specified; or• Posted (by registered or recorded delivery or special delivery post) so that in the normal course of post it might be expected to be delivered within that time; or• Faxed within that time and an acknowledgement of the fax is kept; or• Emailed within that time and an acknowledgement of the email is kept.	
It is the responsibility of the person making the objection or representation to ensure that the Board has received it.	
A pro-forma form (preferred) for making objections or representations is available from the Clerk and online at www.orkney.gov.uk.	
Date:	Signature