

Application to vary a premises licence under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/ LOVE TRAILS FESTIVAL LTD
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.....
(Insert name(s) of applicant)

being the premises licence holder, apply to vary a premises licence under section 34 of the Licensing Act 2003 for the premises described in Part 1 below

Premises licence number SJ088998
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Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description WEOBLEY CASTLE WEST CASTLE FARM LLANRHIDIAN			
Post town	SWANSEA	Postcode	SA3 1HB

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£

Part 2 – Applicant details

Daytime contact telephone number	[REDACTED]
E-mail address (optional)	[REDACTED]

Current postal address if different from premises address		[REDACTED]	
Post town	[REDACTED]	Postcode	[REDACTED]

Part 3 - Variation

Please tick as appropriate

Do you want the proposed variation to have effect as soon as possible? Yes No

If not, from what date do you want the variation to take effect?

D	MM	YYY
D		Y
<input type="text"/>	<input type="text"/>	<input type="text"/>

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1) Yes No

Please describe briefly the nature of the proposed variation (Please see guidance note 2)

THE APPLICATION IS BEING MADE TO AMEND THE OPERATING SCHEDULE FOR THESE LICENSABLE ACTIVITIES ON OFFER DURING THE EVENT: LATE NIGHT REFRESHMENTS, FILMS LIVE & RECORDED MUSIC AND ALCOHOL SALES (SEE PROPOSED TIMES IN THE APPLICATION)

THIS APPLICATION IS BEING MADE TO ADD IN THE PERFORMANCE OF DANCE AS A LICENSABLE ACTIVITY

THIS APPLICATION IS BEING MADE TO ADD 17 CONDITIONS TO THE OPERATING SCHEDULE

THIS APPLICATION IS BEING MADE TO AMEND THE SITE OPENING TIME OF THE EVENT

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend:

Part 4 Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Provision of regulated entertainment (Please see guidance note 3) **Please tick all that apply**

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

Provision of late night refreshment (if ticking yes, fill in box I)

Supply of alcohol (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 8)			Will the performance of a play take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon	<u>Please give further details here</u> (please read guidance note 5)	Both	<input type="checkbox"/>
Tue			
Wed	<u>State any seasonal variations for performing plays</u> (please read guidance note 6)		
Thur			
Fri	<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 7)		
Sat			
Sun			

B

Films Standard days and timings (please read guidance note 8)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 4)</u>	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<u>Please give further details here (please read guidance note 5)</u> THE VIEWING OF ADVENTURE FILMS & DOCUMENTARIES ON A WIDE SCREEN TV, INSIDE A MARQUEE STYLE STRUCTURE, OR OUTSIDE (WEATHER DEPENDENT). MAX. CAPACITY APPROX. 300px. MUSIC & AUDIO WILL BE AMPLIFIED.		
Mon			<u>State any seasonal variations for the exhibition of films (please read guidance note 6)</u>		
Tue					
Wed					
Thur	16:00	01:00			
Fri	10:00	01:00			
Sat	10:00	01:00			
Sun	10:00	01:00			
			<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 7)</u>		

C

Indoor sporting events Standard days and timings (please read guidance note 8)			<u>Please give further details</u> (please read guidance note 5)
Day	Start	Finish	
Mon	<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 6)
Tue	
Wed	
Thur	<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 7)
Fri	
Sat	
Sun	

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 8)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 5)		
Mon			
Tue	State any seasonal variations for boxing or wrestling entertainment (please read guidance note 6)		
Wed			
Thur	Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 7)		
Fri			
Sat			
Sun			

E

Live music Standard days and timings (please read guidance note 8)			Will the performance of live music take place <u>indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<p>Please give further details here (please read guidance note 5)</p> <p>LIVE MUSIC WILL BE AMPLIFIED AND UNAMPLIFIED (ACOUSTIC). LIVE MUSIC WILL INCLUDE OUTDOOR STAGES WITH LIVE ACTS AND DJs (AMPLIFIED) AND TENTED / MARQUEE STRUCTURES WITH LIVE ACTS (AMPLIFIED AND UNAMPLIFIED) AS WELL AS OCCASIONAL MOVING MUSICIANS AROUND SITE.</p> <p>DETAILS OF SOUND CHECKS WILL BE OUTLINED IN THE NOISE MANAGEMENT PLAN, INCLUDING PREDICTED NOISE LEVELS AT NEAREST RESIDENTS.</p>	Both	<input checked="" type="checkbox"/>
Tue					
Wed				State any seasonal variations for the performance of live music (please read guidance note 6)	
Thur	16:00	01:00			
Fri	09:00	03:00		Non standard timings. Where you intend to use the premises for <u>the performance of live music at different times to those listed in the column on the left, please list</u> (please read guidance note 7)	
Sat	09:00	04:00			
Sun	09:00	02:00			

F

Recorded music Standard days and timings (please read guidance note 8)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 5) RECORDED MUSIC WILL BE PLAYED ON OUTDOOR STAGES BY DJS (AMPLIFIED) INSIDE TENTED / MARQUEE STRUCTURES, AT SPONSOR LED ACTIVITIES, AND OTHER BARS AND STALLS WITHIN THE SITE BOUNDARY. DETAILS OF SOUND CHECKS WILL BE IN THE NOISE MANAGEMENT PLAN, INCLUDING PREDICTED NOISE LEVELS AT NEAREST RESIDENTS.	Both	<input checked="" type="checkbox"/>
Tue					
Wed			<u>State any seasonal variations for the playing of recorded music</u> (please read guidance note 6)		
Thur	16:00	01:00			
Fri	09:00	03:00	<u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u> (please read guidance note 7)		
Sat	09:00	04:00			
Sun	09:00	02:00			

G

Performances of dance Standard days and timings (please read guidance note 8)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 4)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
Mon			<u>Please give further details here</u> (please read guidance note 5) PERFORMANCE OF DANCE MAY OCCUR AS PART OF A LIVE MUSIC OR A RECORDED PERFORMANCE. THEY MAY TAKE PLACE ON STAGES OR WITHIN TENTS / MARQUEES	Both	<input type="checkbox"/>
Tue					
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 6)		
Thur	16:00	01:00			
Fri	09:00	03:00	<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 7)		
Sat	09:00	04:00			
Sun	09:00	02:00			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 8)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
Mon		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Tue	Please give further details here (please read guidance note 5)		
Wed			
Thur	State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 6)		
Fri			
Sat	Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 7)		
Sun			

1

Late night refreshment Standard days and timings (please read guidance note 8)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 4)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Mon		Please give further details here (please read guidance note 5)	
Tue	<p>FOOD TRADERS WILL SERVE HOT AND COLD FOOD TO FESTIVAL ATTENDEES FOR CONSUMPTION ON OR FROM THE PREMISES. NOT ALL FOOD TRADERS WILL BE OPEN UNTIL THE PROPOSED TIMES, BUT SOME WILL HAVE THE OPTION.</p> <p>ALL HYGIENE CERTIFICATES AND RISK ASSESSMENTS WILL BE AVAILABLE IN THE EVENT MANAGEMENT PLAN</p>		
Wed	State any seasonal variations for the provision of late night refreshment (please read guidance note 6)		
Thur	23:00	02:00			
Fri	23:00	04:00	Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 7)		
Sat	23:00	04:00			
Sun	23:00	03:00			

J

Supply of alcohol Standard days and timings (please read guidance note 8)			Will the supply of alcohol be for consumption – please tick (please read guidance note 9)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<p><u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 6)</p> <p><u>Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 7)</p>		
Mon	-----	-----			
Tue	-----	-----			
Wed	-----	-----			
Thur	-----	-----			
	12:00	02:30			
Fri	-----	-----			
	12:00	03:30			
Sat	-----	-----			
	12:00	04:30			
Sun	12:00	02:30			
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K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 10).

SEE PROTECTION OF CHILDREN AGAINST HARM

L

Hours premises are open to the public Standard days and timings (please read guidance note 8)			State any seasonal variations (please read guidance note 6)
Day	Start	Finish	
Mon	00:00	12:00	<p>THE EVENT SITE WILL BE OPEN TO THE PUBLIC FROM 12:00 ON EACH THURSDAY OF THE FESTIVAL START DATE ANNUALLY. LICENSABLE ACTIVITIES WILL COMMENCE AT THIS POINT AND WILL CEASE ON THE FOLLOWING MONDAY AT 03:00. THE EVENT SITE WILL CLOSE AT 12:00 ON EACH MONDAY OF THE EVENT.</p> <p>(E.G IN 2024, THE DATES AND TIMES WILL BE FROM THURSDAY 11TH JULY THROUGH TO MONDAY 15TH JULY)</p> <p>FOLLOWING YEARS, THE DATES ARE TO BE CONFIRMED, BUT THE SAME STANDARD DAY FORMAT WILL APPLY</p>
Tue			
Wed			
Thur	12:00		<p><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left. please list</u> (please read guidance note 7)</p>
		00:00	
Fri	00:00		
		00:00	
Sat	00:00		
		00:00	
Sun	00:00		
		00:00	

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking.

Please tick as appropriate

- I have enclosed the premises licence
- I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes, please fill in reasons for not including the licence or part of it below

Reasons why I have not enclosed the premises licence or relevant part of premises licence.

M Describe any additional steps you intend to take to promote the four licensing objectives as a result of the proposed variation:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 11)

EVENT MANAGEMENT PLAN WILL BE SUBMITTED TO SAFETY ADVISORY GROUP 3 MONTHS PRIOR TO THE EVENT

b) The prevention of crime and disorder

A RESPONSIBLE DRINKING POLICY WILL BE ENFORCED THROUGHOUT THE EVENT

c) Public safety

FURTHER TO SECTION B)

1. THE NUMBER OF PEOPLE PERMITTED AT THE PREMISES AT ANY ONE TIME SHALL NOT EXCEED 4,999.
2. THE LICENCE HOLDER WILL SEEK A QUALIFIED SAFETY OFFICER TO ENSURE COMPLIANCE WITH THE EVENT MANAGEMENT PLAN
3. A RISK ASSESSMENT, AND FIRE SPECIFIC RISK ASSESSMENT WILL BE UNDERTAKEN FOR ALL STAGES OF THE FESTIVAL, INCLUDING BUILD DAYS, DURING THE EVENT, AND DE-RIG PERIODS
4. EMERGENCY VEHICLE ACCESS POINTS WILL BE AVAILABLE AND KEPT CLEAR AT ALL TIMES
5. TEMPORARY STRUCTURES WILL HAVE EXIT POINTS WITH CLEAR LIGHTING WHERE NEEDED
6. SUFFICIENT FIRE-FIGHTING EQUIPMENT WILL BE PROVIDED THROUGHOUT THE LICENSED PREMISES AND DOCUMENTED WITHIN THE EVENT MANAGEMENT PLAN
7. APPROPRIATE FENCING AND BARRIERS WILL BE IN PLACE WHERE NECESSARY TO PREVENT UNAUTHORISED ACCESS TO THE SITE
8. ALL STRUCTURES WILL BE SIGNED OFF BY THE THIRD PARTY CONTRACTOR
9. ALL POWER AND DISTRIBUTION WILL BE BS7090 CERTIFICATED AND SIGNED OFF BY THE CONTRACTOR
10. FREE DRINKABLE WATER WILL BE AVAILABLE ACROSS THE SITE AND THE WATER WILL BE TESTED IN ADVANCE

d) The prevention of public nuisance

1. A RESIDENTS LETTER WILL BE SENT OUT TO ALL RESIDENTS WITHIN THE NOISE CATCHMENT AREA, OFFERING ENTRY TO THE FESTIVAL, ALONG WITH A 24 HOUR NOISE COMPLAINT PHONE NUMBER
2. DIRECTION AND POSITION OF ANY AMPLIFIED MUSIC WILL BE LAID OUT IN SUCH A WAY TO MINIMISE NOISE IMPACT, WITH TEMPORARY STRUCTURES IN PLACE TO BLOCK NOISE AS MUCH AS POSSIBLE
3. A FULL NOISE MANAGEMENT PLAN WILL BE IN PLACE (INCLUDING PERIMETER WALKS AND SOUND CHECKS) AND OUTLINED IN THE EVENT MANAGEMENT PLAN
4. WASTE MANAGEMENT CONTRACTOR WILL BE EMPLOYED TO MANAGE WASTE AND RECYCLING GENERATED BY THE EVENT

e) The protection of children from harm

1. CHILDREN MUST BE ACCOMPANIED BY AN ADULT AT ALL TIMES THROUGHOUT THE FESTIVAL
2. A SAFE AREA FOR CHILDREN AND YOUNG PEOPLE WILL BE AVAILABLE AT THE EVENT INCORPORATING AN APPROPRIATE PROGRAMME OF ACTIVITIES. ALL STAFF WITHIN THIS SPACE WILL BE SUITABLY QUALIFIED OR DBS CHECKED
3. A LOST CHILD POLICY WILL BE IN PLACE, FOR WHICH THE ESCALATION POLICY IS AGREED IN ADVANCE BETWEEN SENIOR LEADERSHIP TEAM, MEDICAL STAFF, SECURITY STAFF, AND

FULL DETAILS OF HOW THIS OBJECTIVE WILL BE MET WILL BE INCLUDED IN THE EVENT MANAGEMENT PLAN.

Checklist:

Please tick to indicate agreement

- I have made or enclosed payment of the fee; or
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I understand that I must now advertise my application.
- I have enclosed the premises licence or relevant part of it or explanation.
- I understand that if I do not comply with the above requirements my application will be rejected.

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

Part 5 – Signatures (please read guidance note 12)

Signature of applicant (the current premises licence holder) or applicant’s solicitor or other duly authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	Sarah Pritchard
Date	30/11/2023
Capacity	Head of Event Production at Love Trails Festival

Where the premises licence is jointly held, signature of 2nd applicant (the current premises licence holder) or 2nd applicant’s solicitor or other authorised agent (please read guidance note 14). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and address for correspondence associated with this application (please read guidance note 15)			
Post town		Post code	
Telephone number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			

Swansea Council is the data controller for the personal information you provide on this form. We are collecting this information as part of our obligation under **Licensing Act**

2003. Your information will be used to help us fulfil our legal obligation and will not be used for any other purpose. We will not share your data with third parties unless we are required or permitted to do so by law.

Data protection law describes the legal basis for our processing your data as necessary for compliance with a legal obligation. For further information about how Swansea Council uses your personal data, including your rights as a data subject, please see our corporate **privacy notice** on our website (www.swansea.gov.uk/privacynotice).

Notes for Guidance

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence, you should make a new premises licence application under section 17 of the Licensing Act 2003.

1. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable for the late night levy
2. Describe 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 of consumption of these off-supplies of alcohol, you must include a description of where the place will be and its proximity to the premises.
3. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.

- o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
- o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that

- (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
4. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 5. For example state type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
 6. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 7. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 8. Please 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.
 9. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
 10. Please 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 or the presence of gaming machines.
 11. Please list here steps you will take to promote all four licensing objectives together.
 12. The application form must be signed.
 13. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
 14. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
 15. This is the address which we shall use to correspond with you about this application.

For further guidance on the implications of the operating schedule refer the City & County of Swansea Statement of Licensing Policy, which can be found at www.swansea.gov.uk

If, after having read all the guidance notes, you still have query please email evh.licensing@swansea.gov.uk or call 01792 635600. All application forms and guidance notes can be obtained via the Council's official website: www.swansea.gov.uk

These notes and the information contained therein are intended for guidance purposes only and are subject to change. Last updated 15 May 2018 (GDPR).