



APPLICATIONS FOR A SEX ESTABLISHMENTS
EXPLANATORY NOTES FOR APPLICANTS

Please read these notes carefully. Failure to observe the requirements mentioned in these notes could render your application invalid.

1. The Council's fees for application are available on our website but applications for grant, renewal, transfer and variation all have set fee's. In addition some applications have a supplementary 'grant' fee.

Note: 20% of any application fee will be retained if an application is refused.

A remittance of the appropriate fee should accompany your application. Cheques should be made payable to "Milton Keynes City Council" or we can accept payment over the phone on 01908 252800.

2. Application forms need to be submitted to Milton Keynes City Council, Licensing, Civic, 1 Saxon Gate East, Milton Keynes MK9 3EJ.
3. Where relevant applications must be accompanied by the following
 - a. A site plan scale 1:1250 or suitable other scale.
 - b. Scale plans of the premises (1:50 or suitable other scale) in respect of which the licence is sought showing all means of ingress and egress to and from the premises, parts used in common with any other building, and details of how the premises lie in relation to the street. A plan is necessary for a renewal nor variation application where layout is not amended).
 - c. Drawings showing all elevations as existing and as proposed (1:50 or suitable other scale) including all advertisements and signs. This is not necessary for a renewal nor variation where structure is not amended.

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3. If the application is in respect of premises (ie. not a vehicle, vessel or stall), a notice in the appropriate form (see enclosed form of notice) must be displayed for 21 days beginning with the date of the application is accepted on or near the premises in a place where the notice can conveniently be read by the public. You are required to submit to the Council a copy of this site notice duly certified as to the period during which and the place where it was displayed following expiry of the 21-day period.
4. The Council may wish to seek further information concerning yourself or the application premises (including an inspection of the premises) before considering the application.

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MILTON KEYNES COUNCIL

**APPLICATION TO VARY
A SEX ESTABLISHMENT LICENCE**



LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982
APPLICATION FOR USE OF PREMISES AS A SEX ESTABLISHMENT

WHERE THE APPLICANT:

1. Full name, address and contact details of applicant:

Email _____

Telephone _____

SEX ESTABLISHMENT LICENCE HOLDER DETAILS

3. What is the name of the Licence Holder?

4. Address of Registered or Principal Office _____

5. Current Sex Establishment Number:

DETAILS OF APPLICATION:

6. Detail the changes being made:

7. List the additional conditions being added/ removed on a separate sheet

8. If you are changing the plan please confirm you have supplied a new plan with the application

9. If you are changing the hours of the business, please include here:

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APPLICANTS ARE WARNED THAT ANY PERSON WHO, IN CONNECTION WITH AN APPLICATION FOR THE GRANT, RENEWAL OR TRANSFER OF A LICENCE MAKES A FALSE STATEMENT WHICH HE KNOWS TO BE FALSE IN ANY MATERIAL RESPECT, OR WHICH HE DOES NOT BELIEVE TO BE TRUE, IS GUILTY OF AN OFFENCE AND LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING TWENTY THOUSAND POUNDS (£20,000).

DECLARATION

I declare that the information given above is true and complete in every respect.

Dated this Day of20

Signature

Designation of Signatory

I have made or enclosed payment of the fee

I have enclosed a scale plan to which the application relates

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SEX ESTABLISHMENT LICENCE

NOTICE OF APPLICATION

NOTICE IS HEREBY GIVEN THAT

(Full names of applicant(s))

Has applied to Milton City Council for

**variation of licence for a sex establishment as a
sexual entertainment venue**

for the premises at:

The changes proposed are:

Anyone wishing to oppose the application must give notice in writing to Licensing, Milton Keynes City Council, Civic, 1 Saxon Gate East, Central Milton Keynes MK9 3EJ, within 28 DAYS OF THE DATE OF THIS NOTICE, specifying the grounds of opposition. Anyone requiring further advice or information should contact the Regulatory Advice and Licensing on telephone number 01908 252800.

Persons objecting to the grant or renewal of licences must be prepared to attend in person at the public hearing before a committee of the Council.

This notice must be completed and on the same day on which the application is made must be exhibited on a conspicuous part of the premises where it can easily be read by persons in the street at all times. The notice must be exhibited continuously for not less than 21 days.

Dated - _____