

SHETLAND ISLANDS COUNCIL

CIVIC GOVERNMENT (SCOTLAND) ACT 1982

NOTIFICATION OF CHANGES OR ALTERATIONS TO LICENCE - APPLICATION TO VARY THE TERMS OF A LICENCE

The form should be completed using BLOCK CAPITAL LETTERS. Should you need assistance in completing it, please contact the Environmental Health, Old Anderson High School, Lovers Loan, Lerwick, Shetland, ZE1 0BA. Telephone: Lerwick 01595 745250. Fax: Lerwick 01595 744802.

When you have completed the form please send it to Environmental Health at the address given above.

Details of licence held:	
Name and address of applicant	
Address of premises	
Type of licence held	
Licence number	
Licence expiry date	

Please give details of changes you wish to make to existing licence:

NOTES FOR GUIDANCE

- If applicable enter the address of the premises which are licensed. Certain categories of licence e.g. street traders relate to individuals and do not affect premises.
- Enter the type of licence which it is hoped to vary, e.g. Houses in Multiple Occupation, Knife Dealer, Late Hours Catering, Metal Dealers, Public Charitable Collection, Public Entertainment, Second Hand Dealer, Skin Piercing and Tattooing, Street Trader.
- Enter as much detail as possible concerning the variation requested.
- The application should be lodged at least 28 days before the date from which the variation is to operate. Normally applications can be dealt with within the period of 28 days but the attention of applicants is drawn to the fact that with more complex variations the processing time will be extended.
- The appropriate fee should accompany this application. A fee list is enclosed.