

SHETLAND ISLANDS AREA LICENSING BOARD

This application must be accompanied by the appropriate fee and lodged with:

Office Hours:
Mon – Fri: 0900 - 1700

Shetland Islands Area Licensing Board
8 North Ness Business Park
Lerwick
Shetland ZE1 0LZ

OFFICIAL USE ONLY Record of Application	
DATE	
REF NO.	
RECEIPT NO.	
INITIALS	
FEE	

T: 01595 744550 E: licensing@shetland.gov.uk www.shetland.gov.uk

APPLICATION FOR EXTENSION OF LICENSED HOURS

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 or typed in black ink. Use additional sheets, if necessary.

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

1. LICENCE DETAILS (see note 1)	
Premises licence number (if applicable):	
2. APPLICANT (holder of premises licence) DETAILS	
Full Name and Address of Current Licence Holder	
TELEPHONE NUMBERS	
Daytime	
Evening	
Mobile	
FAX NUMBER	
E-MAIL ADDRESS (if you would prefer us to correspond with you by e-mail):	
3. THE PREMISES	
Full postal address of premises to which this application refers	

4. EXTENDED HOURS APPLIED FOR (see notes 2 and 3)
Specify the hours and date(s) applied for

5. EVENT OR OCCASION
Specify the type of event or occasion to be catered for on the premises and the organiser

6. CHECKLIST (Please tick yes/no)	
<ul style="list-style-type: none"> I have made or enclosed payment of the fee for the application 	YES/NO

7. Signature and declaration by applicant (see note 4)
DECLARATION
<i>IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION</i>
The contents of this Application are true to the best of my knowledge and belief.

Signature*	-----
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**See note 4 below*

Date	-----
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NOTES

- Section 68 of the Licensing (Scotland) Act 2005 provides that the holder of a premises licence is eligible to apply for an extension of licensed hours in connection with:-
 - a special event or occasion to be catered for on the premises, or
 - a special event of local or national significance.
- This application must be lodged at least 28 days before the event.
- The extension of licensed hours may be for such period as is specified in the application or such other period as the Board considers appropriate, but it must not exceed one month.
- Data Protection Act 1998
 - The information on this form may be held on an electronic register which may be available to members of the public on request.
- Information on the Licensing (Scotland) Act 2005 is available on the website of the Scottish Parliament (<http://www.opsi.gov.uk/legislation/scotland/acts2005/20050016.htm>).