



Shetland Islands Council
Building Standards

**APPLICATION FOR
THEATRE LICENCE**
under Theatres Act 1968

FOR OFFICIAL USE:
Ref No.....

For the use of Premises for the Public Performance of Plays

Applications must be submitted at least 14 days prior to performances to enable the necessary enquiries to be carried out

Address and name of premises for which licence is desired	
Name of Applicant. Designation. Address. Telephone No.	
Is performance for Educational or Charitable purposes? If so, give particulars.	
State whether applicant is owner or lessee, of the premises.	
State name and address of the owner of the premises if not the applicant.	
Type and period for which the licence is desired, (See overleaf).	
What is the total seating capacity of the building? Number and location of exits. Number of attendants to be on duty.	
State whether the premises are: (a) Permanent, or (b) Moveable.	
Have all members of staff and attendants been instructed in the safety precautions to be observed in the premises and in the action to take in the event of fire or other emergency?	
State nature of safety lighting	

PRIVACY NOTICE

Your views are important to us. In conjunction with all local authorities in Scotland, the Scottish Government (Building Standards Division) undertakes a national customer satisfaction survey for building standards. You may be invited to participate in this survey by email. If contacted, you may opt in to complete it or choose to unsubscribe from any reminder emails.

[If performance under occasional licence is for education or charitable purposes, no fee is payable.]

Signature of Applicant

Date

TYPE OF LICENCES AVAILABLE	FEE
1. Annual Licence	Please see Schedule of Fees and Charges document for current application fees. If you require any assistance please get in touch with Business Support on 01595 744293 or building_standards@shetland.gov.uk
2. Occasional Licence (a) for particular occasions falling on not more than 7 different days. (b) for particular occasions falling on more than 7 different days.	
3. Transfer of Licence	

Address to which you should send this application –

Shetland Islands Council Development Services Department Planning Building Standards 8 North Ness Business Park Lerwick ZE1 0LZ	Tel No: 01595 744293
	E-mail: building_standards@shetland.gov.uk
	Website: www.shetland.gov.uk/buildingstandards