Application for a premises licence to be granted 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/We Cellar Supplies Cheltenham Limited

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 - Premises details

Postal address of premises or, if none, ordnance survey map reference or description

Unit 1

Elmstone Business Park

Tewkesbury Road

Elmstone Hardwicke

Post town	Cheltenham	Postcode GL51 9SY

Telephone number at premises (if any)	01242 677118
Non-domestic rateable value of premises	£65,500

Part 2 - Applicant details

Please state whether you are applying for a premises licence as **Please tick as appropriate**

a)	an	individual or individuals *		please complete section (A)
b)	ар	erson other than an individual *		
	i	as a limited company/limited liability partnership	X	please complete section (B)
	ii	as a partnership (other than limited liability)		please complete section (B)
	iii	as an unincorporated association or		please complete section (B)
	iv	other (for example a statutory corporation)		please complete section (B)

c)	a recognised club	please complete section (B)
d)	a charity	please complete section (B)
e)	the proprietor of an educational establishment	please complete section (B)
f)	a health service body	please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales	please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England	please complete section (B)
h)	the chief officer of police of a police force in England and Wales	please complete section (B)

^{*} If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

- X I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a
- statutory function or
- a function discharged by virtue of Her Majesty's prerogative

(A) individual applicants (fill in as applicable)

Mr	Mrs	Miss	M	Is	Other Title (for example, Rev)		
Surname				First names			
Date of birt	h	I am 18	years ol	d or over	Please tick	yes	
Nationality							
Current residential address if different from premises address							
Post town					Postcode		
Daytime contact telep number		elephone					
E-mail addı (optional)	ress						
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information)							

Second i	ndividual	applicant (if a	pplicable	÷)				
Mr	Mrs	Miss	I	Ms		ner Title r example, v)		
Surname	e			First r	names	S		
Date of bor over	birth		l am 1	18 years	old	Ple	ase tic	k yes
National	lity							
Post tow	'n					Postcode		
Daytime number	contact te	elephone						
E-mail a			•					
work che	ecking servi	f demonstrating ice), the 'share 5 for information	code' pro					
Please propria other join	ate please (nt venture (es ne and register give any regis (other than a b rty concerned.	stered nu oody cor	ımber.	In the	e case of a p	oartner	rship or
Name								
Cellar Sı	upplies Che	eltenham Limite	∍d					
Address								
Midway H Herrick V Stavertor Cheltenh	Way n							

GL51 6TQ	
Registered number (where applicable)	
04688305	
Description of applicant (for example, partnership, company, association etc.)	unincorporated
Private Limited Company	
Telephone number (if any) 01242 677118	
E-mail address (optional) debbie@cellarupplies.co.uk	
Part 3 Operating Schedule	
When do you want the premises licence to start?	DD MM YYYY 1 0 0 2 2 0 2 3
If you wish the licence to be valid only for a limited period, when do you want it to end?	DD MM YYYY
Please give a general description of the premises (please re	ad guidance note 1)
Cellar Supplies is a local drinks wholesale company operation. We have served the area with alcoholic and soft drinks and of within a 50 mile radius. We have held a licence at our previous We have recently moved to new purpose built premises at E business park, off the Stoke Road. The building is a metal we specification. On the site there are a number of units and the way traffic and is well signed. We have parking for custome waiting area, which will be the area for collection, which is in the telesales team operate and has its own counter and waiting area.	our deliveries are usually ous address. Imstone Hardwicke, on a varehouse built to a high e layout allows for one rs and an entrance and an open plan office where ing area. The sales would
be collected from this area. Sales of alcohol will be consumed in this area there is a staircase to the mezzanine floor which To the side of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where all the state of the entrance is the warehouse where the entrance is the warehouse where all the state of the entrance is the warehouse where the entrance is the entrance is the warehouse where the warehouse where the entrance is the warehouse where the entrance is the warehouse where the warehouse where we warehouse where we warehouse where we warehouse where where we warehouse where we warehouse where we warehouse where we warehouse where	has further office space.
If 5,000 or more people are expected to attend the premises	
at any one time, please state the number expected to attend.	N/A

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Pro 2)	vision of regulated entertainment (please read guidance note	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)	X

In all cases complete boxes K, L and M

Α

Plays Standard days and timings (please read			Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
	nce note		(produce road gardanies riese e)	Outdoors	
Day	Start	Finis h		Both	
Mon			Please give further details here (please read)	ad guidance n	ote
Tue					
Wed			State any seasonal variations for performing (please read guidance note 5)	ing plays	
Thur					
Fri			Non standard timings. Where you intended premises for the performance of plays at one to those listed in the column on the left, p	different time	<u>es</u>
Sat			(please read guidance note 6)		
Sun					

В

Films Standard days and timings (please read			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)		
	nce note		(produce road gardanies riese e)	Outdoors	
Day	Start	Finis h		Both	
Mon			Please give further details here (please read)	ad guidance n	ote
Tue					
Wed			State any seasonal variations for the exhibit (please read guidance note 5)	bition of film	<u>s</u>
Thur					
Fri			Non standard timings. Where you intend premises for the exhibition of films at different those listed in the column on the left, please	erent times to	
Sat			read guidance note 6)		
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 7)		and e read	Please give further details (please read guidance note 4)
Day	Start	Finis h	
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 5)
Wed			
Thur			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 (please
Fri			read guidance note 6)
Sat			
Sun			

D

entert	g or wre ainment	s	Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please	Indoors	
Standard days and timings (please read guidance note 7)			read guidance note 3)	Outdoors	
Day	Start	Finis h		Both	
Mon			Please give further details here (please read)	ad guidance n	ote
Tue					
Wed			State any seasonal variations for boxing of		
			entertainment (please read guidance note 5)	
Thur					
Fri			Non standard timings. Where you intend		
			premises for boxing or wrestling entertain		
			different times to those listed in the columplease list (please read guidance note 6)	in on the len	
Sat			<u> </u>		
Sun					
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Ε

	ard days		Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
timings (please read guidance note 7)				Outdoors	
Day	Start	Finis h		Both	
Mon			Please give further details here (please read)	ad guidance n	ote
Tue					
Wed			State any seasonal variations for the performusic (please read guidance note 5)	ormance of li	ive
Thur					
Fri			Non standard timings. Where you intend premises for the performance of live musi times to those listed in the column on the	c at different	
Sat			(please read guidance note 6)		
Sun					

F

Standa	ded musard days	and	Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)		
timings (please read guidance note 7)			product from gardanes note of	Outdoors	
Day	Start	Finis h		Both	
Mon			Please give further details here (please read)	ad guidance n	ote
Tue					
Wed			State any seasonal variations for the playing music (please read guidance note 5)	ing of record	<u>led</u>
Thur					
Fri			Non standard timings. Where you intend premises for the playing of recorded musi times to those listed in the column on the	ic at differen	
Sat			(please read guidance note 6)		
Sun					

G

dance	rmances e ard days		Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
timing	s (please	eread	(p. 1.1.2 years of g. 1.1.2 years of years)	Outdoors	
Day	Start	Finis h		Both	
Mon			Please give further details here (please read)	ad guidance n	ote
Tue					
Wed			State any seasonal variations for the performance (please read guidance note 5)	ormance of	
Thur					
Fri			Non standard timings. Where you intend premises for the performance of dance at to those listed in the column on the left, p	different tim	<u>es</u>
Sat			(please read guidance note 6)		
Sun					

Н

simila to tha (e), (f) Standa timing	ing of a r descrit falling or (g) ard days s (please note	ption within and e read	Please give a description of the type of enter be providing	tainment you	will
Day	Start	Finis h	Will this entertainment take place indoors or outdoors or both – please	Indoors	
Mon			<u>tick</u> (please read guidance note 3)	Outdoors	
				Both	
Tue			Please give further details here (please read)	ad guidance n	ote
Wed					
Thur			State any seasonal variations for entertain similar description to that falling within (e (please read guidance note 5)		
Fri					
Sat			Non standard timings. Where you intend premises for the entertainment of a simila that falling within (e), (f) or (g) at different listed in the column on the left, please list guidance note 6)	r description times to tho	se
Sun					

I

	hment	and	Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please	Indoors	
Standard days and timings (please read guidance note 7)			read guidance note 3)	Outdoors	
Day	Start	Finis h		Both	
Mon			Please give further details here (please read)	ad guidance n	ote
			() () () () () () () () () ()		
Tue					
Wed			State any seasonal variations for the prov		
			night refreshment (please read guidance no	ote 5)	
Thur					
Fri			Non standard timings. Where you intend		
			premises for the provision of late night re different times, to those listed in the colur		
Sat			please list (please read guidance note 6)		
Sun					

J

Supply of alcohol Standard days and timings (please read			Will the supply of alcohol be for consumption – please tick (please read guidance note 8) On the premises		
timings (please read guidance note 7)			guidance note o)	Off the premises	Х
Day	Start	Finis h		Both	
Mon	0800	2000	State any seasonal variations for the suppopulation (please read guidance note 5)	oly of alcoho	<u> </u>
			The retail sales can only take place when the	business op	en
Tue	0800	2000	for collection or if the sales are posted out.		
Wed	0800	2000			
Thur	0800	2000	Non standard timings. Where you intend premises for the supply of alcohol at diffe		,
			those listed in the column on the left, plea		
Fri	0800	2000	read guidance note 6)		
Sat	0800	2000			
Sun	1200	1700			

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	Mr Shaun Dandy					
Date of birt	h Tab					
Address						
Postcode						
Personal lic	cence number (if known)					
Issuing lice	Issuing licensing authority (if known)					

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 9).

This is an out of town address – children will not be on site without an adult. No person under 18 will purchase alcohol and collect from the premises. Identification will be requested as proof of age.

No adult entertainment on site.

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5)
Day	Start	Finis h	
Mon	0800	20.00	
Tue	0800	20.00	
Wed	0800	20.00	
			Non standard timings. Where you intend the premises to be open to the public at different times from those listed
Thur	0800	20.00	in the column on the left, please list (please read guidance note 6)
Fri	0800	20.00	
Sat	0800	20.00	

Sun		
	1200	1700

М

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

The retail sale of alcohol

Suitable photographic Identification will be requested for those wishing to purchase and collect retail sales of alcohol if there is any doubt that they are not 18 years age Challenge 21

The retail sale and supply of alcohol for consumption off the premises CCTV operating 24 hours a day and retained for 48 hours Staff training

Well lit, signposted site with reception and waiting area.

b)	The	prevention	of crime	and	disorder
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Staff are well trained to manage a range of different situatio	ns
The site is well sign posted and CCTV cameras are in opera	ation

c) Public safety

Staff are well trained to manage a range of different situations. The site is well sign posted and CCTV cameras are in operation. The unit operates under strict health and safety procedures daily. One way traffic system

d) The prevention of public nuisance

Staff are well trained to manage a range of different situations. The site is well sign posted and CCTV cameras are in operation. The unit operates under strict health and safety procedures daily. One way traffic system

e) The protection of children from harm

Identification will be requested for those wishing to purchase and collect retail sales of alcohol if there is any doubt that they are not 18 years age

Checklist:

Please tick to indicate agreement

		X			
•	I have made or enclosed payment of the fee.				
•	I have enclosed the plan of the premises.				
•	I have sent copies of this application and the plan to responsible authorities and others where applicable.	X			
•	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	X			
•	I understand that I must now advertise my application.	X			
•	I understand that if I do not comply with the above requirements my application will be rejected. [Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	X			

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.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Declaration	[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence
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	will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).			
	The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)			
Signature	Chris Williams			
Date	07.12.2022 resubmitted 04.01.2023			
Capacity	Operations Manager at Cellar Supplies			

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)

Debbie Boyce

Debbie@cellalrsupplies.co.uk

Cellar Supplies Cheltenham Ltd

Unit 1, Elmstone Business Park

Stoke Road,

Post town	Cheltenham		Postcode	GL51 9SY
Telephone number (if any)		07766 358 126		

If you would prefer us to correspond with you by e-mail, your e-mail address (optional) debbie@cellarsupplies.co.uk

- 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 for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
- 2. 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.
 - 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.
 - 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:
 - 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.
- 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.
- 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:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - 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;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - 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.
- 3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
- 4. For example the 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.
- 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
- 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
- 7. 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.
- 8. 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'.
- 9. 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.
- 10. Please list here steps you will take to promote all four licensing objectives together.
- 11. The application form must be signed.
- 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
- 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
- 14. This is the address which we shall use to correspond with you about this application.
- 15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:
- A licence may not be issued to an individual or an individual in a partnership which is not a limited liability partnership who is resident in the UK who:
 - does not have the right to live and work in the UK; or
 - is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have the right to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

They do this in one of two ways:

- by providing with this application, copies or scanned copies of the documents which an applicant has provided, to demonstrate their entitlement to work in the UK (which do not need to be certified) as per information published on gov.uk and in guidance.
- 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Home Office online right to work checking service.

As an alternative to providing a copy of original documents, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their share code (provided to them upon accessing the service at https://www.gov.uk/prove-right-to-work) which, along with the applicant's date of birth, will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be shared digitally. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copies of documents as set out above.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

