

Application for the Grant, Renewal, or Transfer of a Sex Establishment Licence - Ltd Company

Date received:

Receipt No:

Fee:

THIS FORM IS OPEN TO INSPECTION BY THE PRESS AND PUBLIC

APPLICANTS ARE WARNED THAT ANY PERSON WHO, IN CONNECTION WITH THE GRANT, RENEWAL OR TRANSFER OF A SEX ESTABLISHMENT LICENCE, MAKES A FALSE STATEMENT WHICH THEY KNOW TO BE FALSE IN ANY MATERIAL RESPECT, OR WHICH THEY DO NOT BELIEVE TO BE TRUE, IS GUILTY OF AN OFFENCE AND LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING TWENTY THOUSAND POUNDS

All questions and requests for information contained in this application form must be fully responded to, otherwise the application will be deemed incomplete and returned to the applicant.

The completed form, together with the appropriate fee and documentation should be returned to:

**Environmental and Neighbourhood Services
Entertainment Licensing
Building 4
North London Business Park
Oakleigh Road South
London N11 1NP**

Tel: 020 8359 7471 E-mail: keith.walmsley@barnet.gov.uk

All cheques should be made payable to London Borough of Barnet.
All cheques must be drawn from a bank or building society account bearing the applicant's name. In the event of an application being refused, any refund of application fee as deemed appropriate, will be **only** issued in the form of a cheque in the applicant's name. Please attach payment securely to the form.
Applications will not be processed until cheques are cleared.

SECTION A - Details of the Premises to be Licensed

1. Trading name and full postal address of premises to be licensed

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2. Contact telephone number at the premises

3. Is this application for the grant, renewal or transfer of a sex establishment licence?

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SECTION B - Details of Applicant

4. Full name of applicant (Please give any former name/maiden name)

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5. Date applicant became resident in the United Kingdom

6. Registered office address of company

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Post Code Tel No

7. What type of company is the applicant?

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8. In which country is the company incorporated?

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9. What was the date of incorporation of the company?

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10. Company telephone number (during normal office hours)

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11. Correspondence address (if different from registered office address)

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12. In respect of each of the directors and the company secretary of the applicant, please supply the following information. If required, use an additional sheet. Additional sheet attached yes no .

Forename(s)	Surname	Position in Company	Date of Birth	Place of Birth	Date of becoming resident in U.K.	Height (in metres)

13. Is the applicant concerned in any way, with any other business that controls, manages or supplies sex establishments?

Yes No

If yes, please give full details of every business and the nature of the applicant's connection with it.

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SECTION C - The Premises, Vehicle, Vessel or Stall, to be subject to a Licence

14. Is the application in respect of, (please tick as appropriate)

- a sex shop a sex cinema a sex encounter establishment

15. Is the application in respect of, (please tick as appropriate)

- a premises a vehicle a vessel a stall

16. Where the licence is sought in respect of a premises, please state the full address of the premises in respect of which the licence is sought.

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17. Where the licence is sought in respect of a vehicle, vessel or stall, please state the exact location where it is to be used as a sex establishment.

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18. What is the nature of the applicant's interest in the premises described in response to question 16 (please tick as appropriate)

- freehold leasehold

19. If the applicant's interest in the premises is a leasehold one, please state

(a) whether it is either a head lease OR a sub lease

(b) the name and full address of the landlord

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Post Code Telephone No

(c) the name and full address of the superior landlord (where applicable)

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Post Code Telephone No

(d) the amount of the annual rental (or where this is not a certain figure, describe the method of calculating the rental)

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(e) the length of the unexpired term

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(f) the length of notice required to terminate the tenancy

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20. Has the applicant, in connection with the premises, entered into any agreement or deed other than the tenancy agreement or lease?

Yes No

21. If the answer to question 20 is "Yes", please supply full details and a copy of the agreement

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22. Is the whole of the premises described in response to question 16 to be used under the licence?

Yes No

23. If the answer to question 22 is "No", please state

(a) which part of the premises is to be used for the purpose of the licence

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(b) the use to which the remainder of the premises is put

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(c) the name(s) of those who are responsible for the management of the remainder of the premises

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24. Is the premises to be used for the purposes of the licence, so constructed or adapted as to permit access to and from the premises for members of the public who are disabled?

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25. If the answer to question 24 is "No", please state the applicant's proposals for affording such access.

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26. Is the premises, vehicle, vessel or stall which is to be used for the purposes of the licence, in use as a sex establishment at the date of this application?

Yes No

27. If the answer to question 26 is "Yes", please state the name and full address of the person(s) or body who operated the premises, vehicle, vessel or stall as a sex establishment at the date of this application, and the date (where known) the premises, vehicle, vessel or stall was first used as such.

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28. If the answer to question 26 is "No", please state the purpose(s) it is currently being used for.

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29. Was the premises, vehicle, vessel or stall, which is to be used for the purposes of the licence, in use as a sex establishment on 22nd December 1981?

Yes No

30. If the answer to question 29 is "Yes", please state the name and full address of the person(s) or body who operated the premises, vehicle, vessel or stall as a sex establishment on the date of 22nd December 1981.

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SECTION D: The Business

31. Under what name will the business be trading?

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32. Is the whole of the business owned by the applicant?

Yes No

33. If the answer to question 32 is "No", please state the name(s) and full address(es) of those who will share in the profits of the business. In each case, please state the percentage share of the profits to be taken by each person or body involved in the ownership of the business. If required, use an additional sheet. Additional sheet attached yes no .

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34. Please state the total turnover of the business during the twelve months immediately prior to this application.

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35. What proportion of the turnover stated in question 34 was derived from,

(a) the sale, hire, exchange, loan, display or demonstration of sex articles as defined in Paragraph 4 of Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982?

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(b) the use of premises as a sex cinema?

.....

(c) the use of premises as a sex encounter establishment?

.....

36. Please state the anticipated total turnover of the business for the twelve months immediately after the date of this application.

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37. What proportion of the turnover stated in question 36 was derived from,
(a) the sale, hire, exchange, loan, display or demonstration of sex articles as defined in Paragraph 4 of Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982?

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(b) the use of premises as a sex cinema?

.....

(c) the use of premises as a sex encounter establishment?

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38. Please state the name and full address of any lender(s), mortgage(s) or other(s) providing finance to the business, along with the full terms of any such loans.
If required, use an additional sheet. Additional sheet attached yes no .

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39. Is the business required to purchase merchandise from a particular company, person or body?

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40. If the answer to question 39 is "Yes", please supply a copy of any agreement(s) and state what is to be purchased and the name and full address of whom it is purchased from.

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41. If the application is for a licence for a sex shop, please state if any part of it is to be used for the purpose of displaying films, video recordings or other moving images.

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42. If the answer to question 41 is "Yes", please state whether cubicles are to be used for viewing and if so, how many?

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43. If the application is for a licence for a sex shop, please state in general terms, what articles are to be offered for sale.

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44. If the application is for a licence for a sex encounter establishment, please supply brief details of the nature of the proposed performance, service entertainment or exhibition for which the licence is required.

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45. What means are to be taken to prevent the interior of the premises, vehicle, vessel or stall for which the licence is sought from being visible to passers-by?

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46. Please state the proposed days of the week and opening times of the premises, vehicle, vessel, or stall for which the licence is sought.

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47. In respect of each individual who is be responsible, in the absence of the licence holder, for the management of the premises, vehicle, vessel, or stall for which the licence is sought, please supply the following information:

Forename	Surname	Former name (if any)	Permanent address	Date on which became resident in UK	Date of birth	Place of birth	Height (in metres)

48. In respect of the applicant and each individual mentioned in the answer to question 52, please supply the following details with regard to their occupation(s) during the five years immediately prior to the date of this application.

Forename	Surname	Former name (if any)	Permanent address during period of relevant employment	Name and full address of employer	Nature of work	Period of employment (From/To)

49. In respect of each individual who is to be employed in the premises, vehicle, vessel or stall for which the licence is sought, other than those mentioned in the answer to question 47, please supply the following details,

Forename	Surname	Former name (if any)	Permanent address	Date on which became resident in UK	Date of birth	Place of birth	Height (in metres)

SECTION E: Details of previous applications, convictions and disqualifications

50. Has any person or body named anywhere within this application been associated in any way with any other application for a sex establishment licence, either in the London Borough of Barnet or else where?

Yes No

51. If the answer to question 50 is “Yes”, please supply full details of the nature of the association (including the trading name and full address of any premises, vehicle, vessel or stall to which any application refers). If required, use an additional sheet. Additional sheet attached yes no .

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52. Under the Rehabilitation of Offenders Act 1974, after certain periods of time, a person or body is treated as if they have not committed, been charged with, prosecuted for, convicted of, or sentenced for an offence. The length of time depends on the type of offence — for a sentence of imprisonment from six to thirty months, the rehabilitation period (from the date of conviction) will be ten years; for imprisonment up to six months, the period will be seven years; a fine, the period will be five years; a conditional discharge, the period will be whichever is the longer of one year or the end of the order; an absolute discharge, the period shall be six months. Most other offences are excluded from rehabilitation. In respect of the applicant and each individual mentioned in the answer to question 52, please supply the following details with regard to their previous convictions and any previous convictions of their spouses,

Should you be unsure whether an offence is ‘Spent’ then you should seek legal advice.

Forename	Surname	Former name (if any)	Date of Conviction	Place of Conviction	Nature of Offence	Sentence

SECTION H: Additional documentary requirements and declaration

The applicant must provide the following documentation, in addition to those documents already requested in prior sections of this application form,

1. In respect of the applicant and each individual mentioned in the answer to question 49,
 - (i) a birth certificate (a photostat copy will not be accepted); and
 - (ii) four copies of a recent passport size photograph, each copy bearing the name in block capitals of the person whose likeness it bears, the signature of the Company Secretary, and the date the Company Secretary signed it.
2. A site plan, scale 1:1250
3. A scale plan (scale 1:50) of the premises, vehicle, vessel or stall in respect of which the licence is sought, showing (inter alia) all means of ingress and egress, any parts used in common with any other business, and details of how the premises, vehicle, vessel or stall lies in relation to the street.
4. A drawing (scale 1:50) showing the front elevation as existing (and as proposed if changes are to be made to it) of the premises, vehicle, vessel or stall in respect of which the licence is sought.
5. A duly certified copy of the document of title of the premises, vehicle, vessel or stall in respect of which the licence is sought.
6. The prescribed fee, in the form of a cheque made payable to the London Borough of Barnet. The cheque must be drawn from a bank or building society account bearing the applicant's name. In the event of an application being refused, any refund of the prescribed fee, less any costs incurred by the Council, will only be issued in the form of a cheque in the applicant's name.
7. A set of audited accounts of the business for the two complete trading years immediately preceding the date of application, or if the business has not traded for that length of time, for the last complete trading year (if the business has been trading for that length of time) immediately preceding the date of application.
8. A certified copy of the resolution authorising the application.
9. A copy of the Memoranda and Articles of Association of the applicant, along with a copy of the Memoranda and Articles of Association of any parent company and ultimate holding company.

The following declaration must be signed by the applicant themselves. If it is not, the application form will be deemed incomplete and returned to the applicant.

I, _____ acknowledge that I have received a copy of the standard conditions applicable to a sex establishment licence within the London Borough of Barnet, and declare that the information given within this application form, to the best of my knowledge, is true and complete in every respect.

Signature..... Date.....

PRINT NAME

Please note that before this application can be considered, you are reminded that the following additional documents will have to be supplied,

1. A complete copy of the newspaper circulating in the Council's area, in which notice of the application has been published in accordance with paragraph 10(8) of the Third Schedule to the Local Government (Miscellaneous Provisions) Act 1982 (as amended). Photostat copies will not be accepted.
2. Evidence of the due service upon the Chief Officer of Police as required by paragraph 10(14) of the Third Schedule to the Local Government (Miscellaneous Provisions) Act 1982 (as amended), of a copy of this application and its required additional documentation.
3. Where the licence is sought in respect of a premises, evidence of Affidavit that the notice of application has been displayed on or near the premises, in a place where the notice can be conveniently be read by the public as required by paragraph 10(10) of the Third Schedule to the Local Government (Miscellaneous Provisions) Act 1982 (as amended).