# 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** Melinda Judit Tunsu

(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

UNIT BRIXTON	—	survey map reference or deso	cription
Post town	BRIXTON	Postcode	SW9 7AY

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ 2000

#### Part 2 - Applicant details

Please	e state	whether you are applying for a premises licen	ice as	Please tick as appropriate
a)	an	an individual or individuals *		please complete section (A)
b)	a p	erson other than an individual *		
	i	as a limited company/limited liability partnership		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 yo box bo	ou are applying as a person described in (a) or (b) plelow):	lease c	onfirm (by ticking yes to one
	arrying on or proposing to carry on a business whic ses for licensable activities; or	h invo	lves the use of the $\Box$

I am making the application pursuant to a

0	11	1				
statutory	function	or				
a functio	on dischar	ged by v	virtue of Her Ma	ijesty's preroga	ative	

# (A) INDIVIDUAL APPLICANTS (fill in as applicable)

M r □	Mrs		Miss			Ms	X	Other Title (for example, Rev		
Surname TUNS	U					Firs		ames 1ELINDA JUD	[T	
Date of birt	h			I ar	m 18 y	ears of	d or	rover 🛛 I	Plea	ase tick yes
Nationality	H	UNG	ARIAN							
Current residential address if different from premises address			S	STRE	ATHA	M				
Post town STREATHAM				Postcode		SW16				
Daytime contact telephone number										
E-mail address (optional)										

SECOND INDIVIDUAL APPLICANT (if applicable)

M r Mrs 🗆	Miss 🗆 M		ther Title (for ample, Rev)		
Surname		First names	S		
Date of birth over	I am 18 y	ears old or	□ Pleas	se tick yes	
Nationality					
Current residential address if different from premises address					
Post town			Postcode		
Daytime contact telephone number					
E-mail address (optional)					

# **(B) OTHER APPLICANTS**

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name
Address
Registered number (where applicable)
Description of applicant (for example, partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

# Part 3 Operating Schedule

When do you want the premises licence to start?	DD         MM         YYYY           1         2         0         6         2           0         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 read guid	lance note 1)

The premises is located on the corner of Ferndale Road and Brixton Road. There will be NO alcohol sold on the premises. The seating area is found directly outside the premises on landlord property just before the pavement. The seating area is approximately 2 meters in width and 4-5 meters in length The inside of the premise is 20 meter square. There is sufficient space for seating without affecting the pedestrians or traffic.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

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

<b>Provision of late night refreshment</b> (if ticking yes, fill in box I)	$\boxtimes$
Supply of alcohol (if ticking yes, fill in box J)	
In all cases complete boxes K, L and M	

A

<b>Plays</b> 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	
	ice note 7			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for performing p guidance note 5)	<u>lays</u> (please re	ad
Thur					
Fri			Non standard timings. Where you intend to us for the performance of plays at different times the column on the left, please list (please read g	to those listed	<u>l in</u>
Sat					
Sun					

timing	rd days and s (please note 7)	read	Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for the exhibition read guidance note 5)	<b>1 of films</b> (plea	se
Thur					
Fri			Non standard timings. Where you intend to us for the exhibition of films at different times to column on the left, please list (please read guida	those listed in	
Sat					
Sun					

B

С

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)		nd read	Please give further details (please read guidance note 4)
Day	Start	Finish	
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 read guidance note 6)
Fri			
Sat			
Sun			

D

entert Standa	<b>Boxing or wrestling</b> entertainments Standard days and timings (please read		Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Ŭ	2			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for boxing or wro entertainment (please read guidance note 5)	estling	
Thur					
Fri			Non standard timings. Where you intend to us for boxing or wrestling entertainment at differ listed in the column on the left, please list (plea	ent times to t	hose
Sat			note 6)		
Sun					

Standa	0 1		Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
0	timings (please read guidance note 7)			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for the performation (please read guidance note 5)	nce of live mu	<u>sic</u>
Thur					
Fri			Non standard timings. Where you intend to us for the performance of live music at different t listed in the column on the left, please list (plea	imes to those	
Sat			note 6)		
Sun					

F

Standa	<b>Recorded music</b> Standard days and timings (please read guidance note 7)		Will the playing of recorded 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	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for the playing of (please read guidance note 5)	f recorded mu	<u>sic</u>
Thur					
Fri			Non standard timings. Where you intend to us for the playing of recorded music at different t listed in the column on the left, please list (plea	imes to those	
Sat			note 6)		
Sun					

G

dance	<b>Performances of</b> <b>dance</b> Standard days and timings (please read		Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
timing	Standard days and timings (please read guidance note 7)			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	idance note 4)	
Tue					
Wed			State any seasonal variations for the performation (please read guidance note 5)	nce of dance	
Thur					
Fri			Non standard timings. Where you intend to u for the performance of dance at different time the column on the left, please list (please read g	s to those liste	d in
Sat					
Sun					

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1	TT.	
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descri falling (g) Standa timing	ing of a s ption to t g within ( urd days a s (please to the note 7	hat e), (f) or nd read	Please give a description of the type of entertainm providing	nent you will b	e
Day	Start	Finish	Will this entertainment take place indoors or	Indoors	
Mon			<u>outdoors or both – please tick</u> (please read guidance note 3)	Outdoors	
				Both	
Tue			Please give further details here (please read gui	dance note 4)	
Wed					
Thur			State any seasonal variations for entertainmen description to that falling within (e), (f) or (g) guidance note 5)		
Fri					
Sat			Non standard timings. Where you intend to us for the entertainment of a similar description t within (e), (f) or (g) at different times to those I column on the left, please list (please read guida	o that falling isted in the	<u>s</u>
Sun					

Ι

Late n refrest	hment	nd	Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	$\boxtimes$
timing	Standard days and timings (please read guidance note 7)		France and (prover raw generative lists of)	Outdoors	
Day	Start	Finish		Both	
Mon	23:00	03:00	<u>Please give further details here</u> (please read gui Late night refreshments will be for takeawa		
Tue	23:00	03:00			
Wed	23:00	03:00	State any seasonal variations for the provision refreshment (please read guidance note 5)	of late night	
Thur	23:00	03:00			
Fri	23:00	05:00	Non standard timings. Where you intend to us for the provision of late night refreshment at d those listed in the column on the left, please list guidance note 6)	ifferent times	
Sat	23:00	05:00	We are seeking non standard timing for late night New Year's Eve from 23:00 - 05:00 hours.	refreshments	on
Sun					

J

Standa	<b>Supply of alcohol</b> Standard days and timings (please read		<u>Will the supply of alcohol be for</u> <u>consumption – please tick</u> (please read guidance note 8)	On the premises	
	timings (please read guidance note 7)		8	Off the premises	
Day	Start	Finish		Both	
Mon			State any seasonal variations for the supply of read guidance note 5)	<b>alcohol</b> (pleas	e
Tue					
Wed					
Thur			Non standard timings. Where you intend to us for the supply of alcohol at different times to the column on the left, please list (please read guida	nose listed in t	
Fri					
Sat		 			
Sun					

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
Date of birth
Address
Postcode
Personal licence number (if known)
Issuing licensing authority (if known) LAMBETH COUNCIL

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).

L

open f Standa timing	s premise to the put ard days a s (please ace note 7	olic nd read	State any seasonal variations (please read guidance note 5)
Day	Start	Finish	
Mon	07:00	03:00	
Tue	07:00	03:00	
Wed	07:00	03:00	
Thur	07:00	03:00	Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6)
Fri	07:00	05:00	New Year's Eve: Start: 07:00 - 07:00
Sat	07:00	05:00	
Sun	10:00	21:00	

	8

**M** 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 premises does conduct itself and presence in a high standard and have had a positive feedback from the local area. At all times of licensable activity, the licensee will ensure that all staff are trained and follow through with the regulated actions.

The outside area will be used between the hours 07:00 - 23:00 only

# b) The prevention of crime and disorder

CCTV installation covering the front entrance with signage.

A Report book is available for authorities

No alcohol to be sold onsite at all

Sufficient lighting is in place to prevent criminality.

The exterior and interior of the premises has been designed to be professional and to detract the opportunity of crime and disorderly.

The size of the premises detracts any opportunity for criminal behaviour.

# c) Public safety

Safe ant-slip step placed at door Emergency Exit signs placed at entrance and back exit Food safety in place Keep floor dry and litter free Fire extinguisher and fireblanket onsite Sufficient lighting on premises All emergency exits will be kept free from obstruction

# d) The prevention of public nuisance

Limitation of noise by switching off music Litter prevention by having a bin available Placing notices for customers leave quietly No glass containers will be served Not empty bottles, bins and rubbish between 23:00 and 07:00

## e) The protection of children from harm

No alcohol will be sold at all Observance over children especially when unaccompanied. The premises is designed and caters for multi-generation.

# **Checklist:**

## Please tick to indicate agreement

•	I have made or enclosed payment of the fee.	X
•	I have enclosed the plan of the premises.	$\times$
•	I have sent copies of this application and the plan to responsible authorities and others where applicable.	$\boxtimes$
•	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	$\boxtimes$
•	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.	$\boxtimes$
-	[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 (please read note 15).	$\boxtimes$

# 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	<ul> <li>[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 will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li> <li>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, if appropriate (please see note 15)</li> </ul>		
Signature	M.J.T.		
Date	29/06/2023		
Capacity	1		

For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> 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)							
Post town		Postcode					
Telephone n	umber (if any)						
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)							

# Notes for Guidance

- 1. 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 held by an individual or an individual in a 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 premises 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 an entitlement 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 by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

3.

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.

- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
  - evidence of the applicant's own identity such as a passport,
  - evidence of their relationship with the European Economic Area family member e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
  - (i) working e.g. employment contract, wage slips, letter from the employer,
  - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,

(iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or

(iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

**Original documents must not be sent to licensing authorities.** If the document copied is a passport, a copy of the following pages should be provided:-

(i) any page containing the holder's personal details including nationality;

(ii) any page containing the holder's photograph;

(iii) any page containing the holder's signature;

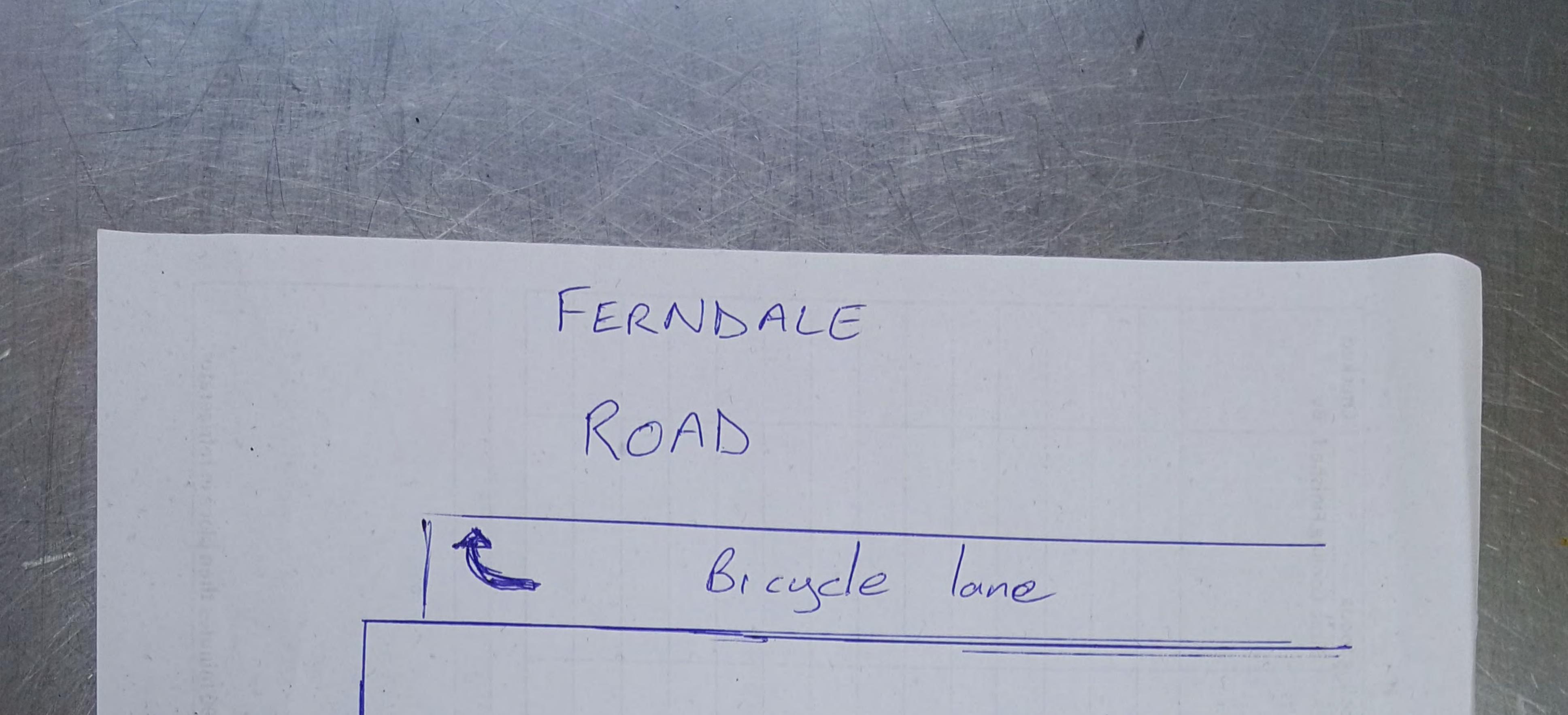
(iv) any page containing the date of expiry; and

(v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

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.

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