



Takeaways and Late Night Refreshments Houses

What is changing?

From the Second Appointed Day (date to be confirmed, but expected to be in November 2005) any premises selling hot food / drink at any time between **11pm and 5am** will require a premises licence.

After that date you will not legally be able to trade after 11pm without a licence. The type of licence you will need is called a premises licence and it enables you to carry out the provision of hot food/drink at any time between 11pm and 5am.

Who can apply for a premises licence?

Individuals, businesses or partnerships can apply. In the case of an individual, the applicant must be aged 18 or over.

Who needs a premises licence?

All of the following types of businesses because they do one or more licensable activity (sale of alcohol; provision of regulated entertainment; provision of late night refreshment) will need a premises licence to operate after the "Second Appointed Day" (date to be confirmed, but expected to be in November 2005):

- pubs, café-bars and nightclubs
- distributors of alcohol via the internet
- restaurants, hotels and guesthouses that serve alcohol
- shops and supermarkets that sell alcohol for consumption off the premises including wholesalers who sell to the public
- **late night cafes, takeaways and other premises that supply hot food or hot drink at any time between 11pm and 5am to members of the public for consumption on or off the premises**
- cinemas, theatres, concert halls and amateur dramatic groups
- venues providing live entertainment, live music or dancing, or which play recorded music
- major art and pop festivals, carnivals, fairs and circuses.

When do you apply for a premises licence?

Late night refreshment is a new licensable activity as far as most premises are concerned. Many takeaways, carry outs and restaurants already operate without the need for a licence, however, with effect from the second appointed day a premises licence will be required if you provide the service anytime between **11pm and 5am**.

You should apply as soon as possible in order that your application can be processed well before the second appointed day. The application process can take at least two months.

Please note: even if your application for a licence is granted before the second appointed day (date to be confirmed, but expected to be in November 2005) you cannot start trading with new hours, activities etc. until the second appointed day. You must keep all other licences up to date until this time.

Why should you apply for a premises licence?

If you carry out a licensable activity without a premises licence (or Club Premises Certificate) after the Second Appointed Day (date to be confirmed, but expected to be in November 2005), **you will be breaking the law.**

A premises licence also brings with it considerable freedoms: the possibility of carrying out extra activities, the opening hours you and your community want and greater flexibility.

How do you apply for a premises licence?

You may request application forms from us by calling 01228 817523, collect one from the Customer Contact Centre at the Civic Centre or email licensing@carlisle.gov.uk. You may also download an application form from our website www.carlisle.gov.uk. (Form CA6)

There are four key parts to your application:

- the fee
- the operating schedule section of your application form
- the plan of your premises
- the consent given by the person whom the applicant wishes to be the premises supervisor

What information do you need to include on your application form?

Your application should be as detailed as possible, telling us about you, your premises and the activities you plan to carry out there after the Second Appointed Day (date to be confirmed, but expected to be in November 2005). It should also tell us what measures you intend to put in place to promote the licensing objectives.

What should I do now?

If your premises fall within the category that needs a premises licence, contact the council as soon as possible for further details or look at our website www.carlisle.gov.uk