

Sample template for completion in respect of a newspaper Notice:

**APPLICATION FOR A PREMISES LICENCE TO ALLOW  
LATE NIGHT REFRESHMENT - LICENSING ACT 2003**

I/We \_\_\_\_\_  
have applied to Carlisle City Council for a Premises Licence in respect of ( Name and address of the premises): \_\_\_\_\_

to allow hot food and drinks (late night refreshment) to be sold from these premises between the following hours (between the hours of 11pm and 5am): *(please state days and times of operating hours including Christmas day, Boxing day and other public holidays and the proposed closing time of the premises where different)*

Any person intending to make relevant representations on this application should submit them in writing by not later than *(insert expiry date for representations – ie, 28 days from first date the notice is displayed at the premises)* to the Licensing Manager, Governance Directorate, Carlisle City Council, Civic Centre, Rickergate, Carlisle CA3 8QG or by emailing [licensing@carlisle.gov.uk](mailto:licensing@carlisle.gov.uk).

The full application, including details of the proposed variation may be viewed at the above offices between 10.00am and 4.00pm. Monday to Friday.

**IT IS AN OFFENCE**, knowingly or recklessly to make a false statement in connection with an application for which you may be liable to a fine of up to £5000 on summary conviction.