

TENDRING DISTRICT COUNCIL

LICENSING ACT 2003 - GENERAL INFORMATION

REMOVAL OF DESIGNATED PREMISES SUPERVISOR

If you do not wish to be nominated as the Designated Premises Supervisor, you may apply to the Licensing Authority for your name to be removed from the Premises Licence.

If you are the holder of the Premises Licence, you will need to enclose with your notification the Premises Licence or a statement as to why you are unable to include it with your application.

There is no fee for this type of application.

If you are not the licence holder you must, no later than 48 hours after notifying the Licensing Authority, give the holder of the Premises Licence:-

- (a) A copy of the Notice or notification, and
- (b) A notice directing the holder to send to the Licensing Authority within 14 days of receiving the Notice, the Premises Licence [or the appropriate part of it] or a statement of the reasons why the Premises Licence cannot be produced.

Provided all the above steps are taken, then your name will be removed from the Premises Licence as being the Designated Premises Supervisor for those premises.

Please send your notification to the Licensing Authority at:-

The Licensing Team
Tendring District Council
Westleigh House
Carnarvon Road
Clacton on Sea
Essex CO15 6QF

PLEASE COPY TO ESSEX POLICE

The proper address for service of your application is:-

Mr D Appleby
Divisional Licensing Officer
Essex Police
8 Beatrice Road
Clacton on Sea
Essex CO15 1ET