

APPENDIX C



SCHEDULE 2
Regulation 3

Stirling Licensing Board

Application for Occasional Licence

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 or typed in black ink. Use additional sheets, if necessary.

You may wish to keep a copy of the completed forms for your records.

1. LICENCE DETAILS (see note 1)
Premises licence number (if applicable)
Personal licence number (if applicable)
Name of voluntary organisation (if applicable)

2. PERSONAL DETAILS			
TITLE (delete as appropriate): Mr Mrs Miss Ms Other (please state)			
Surname			
Forenames			
DATE OF BIRTH	Day	Month	Year
ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES			
Post Town		Post Code	
TELEPHONE NUMBERS			
Daytime	FAX NUMBER		
Evening	E-MAIL ADDRESS (if you prefer us to correspond with you by e-mail)		
Mobile			

3. THE PREMISES**Description of premises**

Event field to the rear of the Peak, Stirling Sports Village.

Description of activities to be carried on in the premises

- Sale or sample of products

Full postal address of premises which this application refers to

Stirling Sports Village
Borrowmeadow Farm Road
Stirling
FK7 7UJ

4. DURATION OF LICENCE

From: 10:30

To: 17:00

5. Is alcohol to be sold on & off the premises * - Provide relevant details as to hours requested when alcohol will be sold on/off the premises - * delete as appropriate

Times for sale of alcohol for consumption on premises.
10:30 to 17:00

**Time for sale of alcohol for consumption off premises.
10:30 to 17:00**

Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises.

6. CHILDREN (see note 2)

This section must be completed where alcohol is for sale for consumption on the premises

**Are children or young persons permitted entry? YES/NO
(if answered yes the remainder of this section must be completed)**

Ages of children or young persons permitted entry

**Times at which children or young persons
permitted entry**

Parts of premises to which children or young persons permitted entry

7. CHECKLIST

I have:

Please tick for yes

- Made payment of the fee (£10) for the application

8. Signature and declaration by applicant (see note 3)**DECLARATION**

IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

(Criminal Law (Consolidation)(Scotland) Act 1995 Section 44(2)(b))

The contents of this application are true to the best of my knowledge and belief.

Signature

DATE

NOTES

1. Section 56 of the Licensing (Scotland) Act 2005 provides that only:-

- **The holder of a premises licence;**
- **The holder of a personal licence; or**
- **A representative of any voluntary organisation**

Is eligible to apply for an occasional licence

2. Where alcohol is to be sold for consumption on the premises, the Act requires that a clear statement be made as to whether children or young persons are to be allowed entry and, if they are, a statement of the terms on which they are allowed entry

3. Data Protection Act 1998

The information on this form may be held on an electronic register which may be available to members of the public on request.

4. Information on the Licensing (Scotland) Act 2005 is available on the website of the Scottish Parliament (<http://www.opsi.gov.uk/legislation/scotland/acts2005/20050016.htm>)

5. All applications for occasional licence should be either lodged in person at the Customer First Office, Murray Place, Stirling where you can pay by debit/credit card only or by post to the Licensing Team, Old Viewforth, Stirling, FK8 2ET or email liquorlicensing@stirling.gov.uk where the fee of £10.00 should be made by bank transfer. Our bank details are as follows:

Account	Stirling Council
Sort Code	83 27 09
Account Number	00135220
Reference	Name

Applications must be lodged at least **28 days** prior to the occasion.

6. The occasional licence must be displayed during the event.