

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 We Are The Fair LTD  
*(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

Postal address of premises or, if none, ordnance survey map reference or description			
Borde Hill Parkland & Garden Borde Hill Lane Haywards Heath			
Post town	West Sussex	Postcode	RH16 1XP

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ 0.00

Part 2 - Applicant details

Please state whether you are applying for a premises licence as      **Please tick as appropriate**

- a) an individual or individuals \*

☐

please complete section (A)
- b) a person other than an individual \*

☒

please complete section (B)
- 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 you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or

☒

I am making the application pursuant to a

statutory function or

☐

a function discharged by virtue of Her Majesty’s prerogative

☐

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

Mr <input type="checkbox"/>		Mrs <input type="checkbox"/>		Miss <input type="checkbox"/>		Ms <input type="checkbox"/>		Other Title (for example, Rev)			
Surname						First names					
Date of birth				I am 18 years old or over <input type="checkbox"/> Please tick yes							
Nationality											
Current residential address if different from premises address											
Post town							Postcode				
Daytime contact telephone number											
E-mail address (optional)											
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit ‘share code’ provided to the applicant by that service (please see note 15 for information)											

**SECOND INDIVIDUAL APPLICANT** (if applicable)

Mr <input type="checkbox"/>		Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names			
Date of birth		I am 18 years old or over <input type="checkbox"/>				Please tick yes
Nationality						
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit ‘share code’ provided to the applicant by that service: (please see note 15 for information)						
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	We Are The Fair LTD
Registered number (where applicable)	09327525
Description of applicant (for example, partnership, company, unincorporated association etc.)	Limited Company

Telephone number (if any)
E-mail address (optional)

**Part 3 Operating Schedule**

When do you want the premises licence to start?	DD	MM	YYYY
	0	1	0 8 2 0 2 6

If you wish the licence to be valid only for a limited period, when do you want it to end?	DD	MM	YYYY

<p>Please give a general description of the premises (please read guidance note 1)</p> <p>Borde Hill Parkland &amp; Garden is a privately-owned historic estate set within 200 acres of parkland and heritage-listed formal gardens. This application will apply to the area on the attached site plan This application will permit 5 days of events per year</p>
---

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.	9,999
--	-------

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)

Provision of regulated entertainment (please read guidance note 2)	Please tick all that apply
a) plays (if ticking yes, fill in box A)	<input checked="" type="checkbox"/>
b) films (if ticking yes, fill in box B)	<input checked="" type="checkbox"/>
c) indoor sporting events (if ticking yes, fill in box C)	<input type="checkbox"/>
d) boxing or wrestling entertainment (if ticking yes, fill in box D)	<input type="checkbox"/>
e) live music (if ticking yes, fill in box E)	<input checked="" type="checkbox"/>
f) recorded music (if ticking yes, fill in box F)	<input checked="" type="checkbox"/>
g) performances of dance (if ticking yes, fill in box G)	<input checked="" type="checkbox"/>
h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	<input checked="" type="checkbox"/>

**Provision of late night refreshment** (if ticking yes, fill in box I) ☒

**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 guidance note 7)			<b><u>Will the performance of a play take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)  Performances of indoor and/or outdoor plays with accompanying amplified music where required in designated and controlled areas		
Mon	12:00	23:30			
Tue					
			<b><u>State any seasonal variations for performing plays</u></b> (please read guidance note 5)		
Wed					
Thur	12:00	23:59			
			<b><u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)  Monday's will only apply to Bank Holiday Monday. Any Sunday's prior to Bank Holiday Monday will cease at 23:59		
Fri	12:00	23:59			
Sat	12:00	23:59			
Sun	12:00	23:30			

B

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)  Events and performances may be filmed and shown on screens or in temporary structures. Screens may also show artist supporting material, short films, live visual/video performances, feature films and may be accompanied by amplified music.		
Mon	12:00	23:30			
Tue					
Wed			<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 5)		
Thur	12:00	23:59			
Fri	12:00	23:59	<b><u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)  Monday's will only apply to Bank Holiday Monday. Any Sunday's prior to Bank Holiday will cease at 23:59		
Sat	12:00	23:59			
Sun	12:00	23:30			

C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b><u>Please give further details</u></b> (please read guidance note 4)
Day	Start	Finish	
Mon			
			<b><u>State any seasonal variations for indoor sporting events</u></b> (please read guidance note 5)
Tue			
Wed			
Thur			
			<b><u>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</u></b> (please read guidance note 6)
Fri			
Sat			
Sun			



D

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 7)			<b><u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Tue					
Wed			<b><u>State any seasonal variations for boxing or wrestling entertainment</u></b> (please read guidance note 5)		
Thur					
Fri			<b><u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat					
Sun					

E

<b>Live music</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of live music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	12:00	23:30	<b><u>Please give further details here</u></b> (please read guidance note 4)  Live performances of both amplified and un-amplified music may take place within open air or temporary structures		
Tue					
Wed			<b><u>State any seasonal variations for the performance of live music</u></b> (please read guidance note 5)		
Thur	12:00	23:59			
Fri	12:00	23:59	<b><u>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)  Mondays will only apply to Bank Holiday Monday. Any Sunday's prior to Bank Holiday Monday will cease at 23:59		
Sat	12:00	23:59			
Sun	12:00	23:30			

F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b><u>Will the playing of recorded music take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)  Performances of recorded music by artists may take place in open air or within temporary structures. Recorded music may also be played between other entertainments and may also accompany other entertainments.		
Mon	12:00	23:30			
Tue					
Wed			<b><u>State any seasonal variations for the playing of recorded music</u></b> (please read guidance note 5)		
Thur	12:00	23:59			
Fri	12:00	23:59	<b><u>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)  Monday's will only apply to Bank Holiday Monday. Any Sunday's prior to Bank Holiday Monday will cease at 23:59		
Sat	12:00	23:59			
Sun	12:00	23:30			

# G

<b>Performances of dance</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of dance take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input checked="" type="checkbox"/>
Mon	12:00	23:30	<b>Please give further details here</b> (please read guidance note 4)  Dance may or may not be performed as part of the events in open air stages or within temporary structures. Other entertainments may encourage the audience to participate in dance. Dance may be accompanied by amplified music.		
Tue					
Wed			<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur	12:00	23:59			
Fri	12:00	23:59	<b>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</b> (please read guidance note 6)  Monday's will only apply to Bank Holiday Monday. Any Sunday's prior to Bank Holiday Monday will cease at 23:59		
Sat	12:00	23:59			
Sun	12:00	23:30			

H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing  Funfair, Comedy, MC, Host, Compere, Walkabout Entertainment and the like		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon	12:00	23:30		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 4)		
Wed					
Thur	12:00	23:59	<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 5)		
Fri	12:00	23:59			
			<b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Sat	12:00	23:59			
Sun	12:00	23:30	Monday's will only apply to Bank Holiday Monday. Any Sunday's prior to Bank Holiday Monday will cease at 23:59		

I

<b>Late night refreshment</b> Standard days and timings (please read guidance note 7)			<b>Will the provision of late night refreshment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	23:00	23:30	<b><u>Please give further details here</u></b> (please read guidance note 4)  Catering provided by either ‘street food’ style vehicles or gazebos or seated type arrangements within marquee type structures		
Tue					
Wed			<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5)		
Thur	23:00	23:30			
Fri	23:00	23:30	<b><u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u></b> (please read guidance note 6)  Mondays will only apply to Bank Holiday Monday  Sundays will only apply to Sundays preceding Bank Holiday Monday		
Sat	23:00	23:30			
Sun	23:00	23:30			

J

<b>Supply of alcohol</b> Standard days and timings (please read guidance note 7)			<b>Will the supply of alcohol be for consumption – please tick</b> (please read guidance note 8)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>State any seasonal variations for the supply of alcohol</b> (please read guidance note 5)		
Mon	12:00	23:00			
Tue					
Wed					
Thur	12:00	23:30			
Fri	12:00	23:30			
Sat	12:00	23:30			
Sun	12:00	23:00			
			<b>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
			Monday's will apply to Bank Holiday Monday. Any Sundays prior to Bank Holiday Monday will cease at 23:30		

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):

<b>Name</b> Robert J Dudley	
<b>Date of birth</b>	
<b>Postcode</b>	
<b>Personal licence number (if known)</b>	
<b>Issuing licensing authority (if known)</b>	

## 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).**

Not applicable

**L**

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b><u>State any seasonal variations</u></b> (please read guidance note 5)
Day	Start	Finish	
Mon	00:00	00:30	
	12:00	23:59	
Tue			
Wed			
Thur	12:00	23:59	
Fri	00:00	00:30	
	12:00	23:59	
Sat	00:00	00:30	
	12:00	23:59	
Sun	00:00	00:30	
	12:00	23:59	

<b><u>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</u></b> (please read guidance note 6)		
Mondays apply to Bank Holiday Mondays only Sundays apply to Sundays preceding Bank Holiday Monday		



# 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)

- 1.This Licence will permit a maximum of 5 event days per year
- 2.Events will only take place on Thursday, Friday, Saturday, Sunday, or Monday (where Monday is a recognised Bank Holiday).
- 3.The exact date of each event will be agreed with the Local Authority and Safety Advisory Group (SAG) at least 12 weeks in advance.
- 4.The exact site layout and location within the wider park will be agreed with the SAG at least 8 weeks in advance.
- 5.The maximum capacity on site will not exceed 9,999 (inclusive of all persons on site).
- 6.Each and every event would be presented individually to the SAG.
- 7.A Challenge 25 Policy will be in operation at all bars. Clear signage will be in place informing customers of this policy. The Designated Premises Supervisor (DPS)will ensure that all staff are briefed on the acceptable forms ID.
- 8.The event organisers shall have a means of counting in the people entering the event site to ensure that they are able to provide on request, the number of people on site at any point in time to authorised officers.
- 9.Locked amnesty bins shall be provided for the disposal of alcohol and other waste.
- 10.An event and site-specific Event Safety Management Plan will be developed and shared with the Licensing Authority and SAG.
- 11.The ESMP will include details on the following subjects: Event Risk Assessments, Event Schedule, Site Plan, Fire Risk Assessment, Security & Crowd Management Plan, Drugs Policy, Liquids Policy, Alcohol Management Plan, Traffic Management Plan, Egress / Dispersal Plan, Waste Management Plan, Medical Management Plan, Adverse Weather Plan, Crisis Communication Plan, Noise Management Plan, Sanitation Plan, Child Welfare/Vulnerable Persons Policy. These documents will be 'living documents' which will be reviewed and revised in the planning phases of the events.
- 12.The premises will be run in accordance with the event management plan submitted
- 13.The written dispersal policy shall be kept at the premises with the licence and made available for inspection by authorised council officers or the police. All relevant staff shall be trained in the implementation of the dispersal policy

## b) The prevention of crime and disorder

- 14.A suitable and experienced security and stewarding company will be appointed to ensure public safety and to prevent crime and disorder.
- 15.The ESMP Security & Crowd Management Plan (CMP) will outline the number, position and roles of the Security and Stewarding staff working at the event.
16. The CMP will outline the details of the level of search on entry to be implemented.
- 17.Searches will be carried out by SIA Registered staff of the same sex.
- 18.The Drugs Policy will be agreed with the Police during the planning process of the event, and will outline quantities of suspected controlled substances that would be deemed either "personal", or "supply".
- 19.The Drugs Policy will include New Psychoactive Substances (NPS) and No2/NOS/Nitrous Oxide. No2 will not be permitted on site and any found on entry will be confiscated.
- 20.Any drugs found on entry will be confiscated. No drugs will be knowingly permitted to enter the event.
- 21.Any person found on entry in possession of drugs or controlled substances within the "personal" quantities, will have the drugs confiscated, and will be assessed on entry at the discretion of the door staff to determine whether entry is refused or granted.
- 22.Anyone found on entry with more than the agreed quantities for personal consumption (as outlined in the Drugs Policy) of controlled substances or NPS will be refused entry and the Police informed immediately.
- 23.Each bar on site shall have a dedicated bar manager or supervisor and team who shall be conversant with the requirements and responsibilities for the sale of alcohol and shall be given designation of their responsibilities.
- 24.The DPS, or their authorised representative, shall brief all bar staff before each event. A record of this briefing shall be kept on site.
- 25.All drinks shall be sold in either opened cans, PET containers or decanted into polycarbonate vessels. No glass drinking vessels will be permitted into the public festival arena. Glass bottles will be retained behind bars for disposal

## c) Public safety

- 26.An event and site-specific Risk Assessment and Fire Risk Assessment will be undertaken and implemented.
- 27.The Premises Licence Holder (PLH) shall carry out a suitable and sufficient Medical Risk Assessment as well as use the "purple guide" and HSG195 to determine the level of First Aid provision for the event, such that there is no undue demand on National Health Service resources.
- 28.All EMERGENCY EXITS, TOILETS AND FIRST AID POSTS shall be clearly indicated by means of signage, such that it is visible to attendees.
- 29.The appropriate type and number of firefighting equipment shall be provided throughout the site. Locations and numbers will be specified in the ESMP.
- 30.A queuing system will be designed and implemented at the main entrance to minimise waiting time whilst maintaining crowd safety
- 31.Crowd Management Stewards tasked with entry lane queue management will wear Hi-Visibility tabards
- 32.Loudhailers will be available to assist Stewards in providing information to customers regarding delays and other pertinent information
- 33.An agreed number of Stewards and Marshals will be deployed to manage the egress phase of the events. These Stewards and Marshals will wear Hi-Visibility tabards. The number, role and position of these staff will be detailed in the ESMP and relevant appendices.
- 34.The ESMP will consider any service disruptions to local rail services and any subsequent rail replacement bus services.
- 35.The Traffic Management Plan (TMP) will be developed following consultation with Mid Sussex District Council and relevant departments. The TMP will be adhered to during the event

## d) The prevention of public nuisance

- 36.No waste glass or similar items shall be disposed of ("bottling out") between the hours of 20:00 – 08:00
- 37.The PLH will be required to employ a noise control consultant who shall produce a Noise Management Plan (NMP).
- 38.The Noise Management Consultant will carry out a test of the noise sources prior to the event (soundcheck). The tests shall be conducted at the nearest residential premises.
- 39.THE PLH will ensure an officer from Environmental Protection Team (EPT) is invited to the proposed sound tests prior to the event (preferably one day before the event).
- 40.The PLH shall ensure that all reasonable requests from the Council Officers are complied with.
- 41.The details of two contact telephone numbers, including a mobile telephone number, permanently staffed during performances, will be made available to council officers prior to the event(s).
- 42.At least one week prior to the beginning of the event, a leaflet drop is to be made to households in the immediate area. The leaflet is to include a timetable and description of each performance and the contact telephone numbers.
- 43.The PLH should ensure that the music noise level limits proposed in the noise management plans are not exceeded during the event.
- 44.The PLH will ensure that regular checks are to be carried out at the nearest sound sensitive locations to the event (e.g. houses, residential homes, churches as described in the NMP) to monitor the noise and ensure that the limits agreed are not exceeded.
- 45.The volume of all sound equipment on site shall be the responsibility of the Noise Management Consultant appointed by the PLH.
- 46.No additional sound equipment shall be used on site without the prior agreement of the council's EPT and the appointed Noise Management Consultant.
- 47.The appointed Noise Management Consultant shall continually monitor noise levels at the sound mixer position and instruct the sound engineer accordingly to ensure that the above noise limits are not exceeded. The Council shall have access to the results of the noise monitoring at any time.
- 48.The PLH shall have in place an arrangement (contract) with a reputable Waste Management Company to manage the event site

## e) The protection of children from harm

- 49.Events will be categorised as either 18+ or Family Friendly Events.
- 18+ Events':
- 50.The event will be a ticketed, 18+ music festival, open to ticket holders only.
- 51.No person under the age of 18 will be permitted to enter the event site.
- 52.The event will be advertised as operating a 'No ID, No Entry' Policy
- 53.A Challenge 25 policy will be in force at all festival bars.
- 54.A Child Welfare and Vulnerable Person procedure will be in place and will be detailed in the ESMP. This will outline action to be taken in the event that under 18's attempt to gain entry to the event or are discovered within the event perimeter.
- 'Family Friendly Events':
- 55.For the purposes of this Premises Licence, the definition of a 'Child' is considered anyone who has not reached the age of 18.
- 56.A Child must be accompanied by an adult (over the age of 21)
- 57.Parents/Carers will be responsible for their Child whilst on site and will be advised that they should supervise their children at all times.
- 58.Each adult (over the age of 21) will be allowed to be responsible for a maximum of 3 Children.
- 59.Wristbands will be provided on entry to all Children to allow parents/carers to write their phone number on the inside of the wristband.
- 60.A dedicated Lost Children point will be set up and staffed by DBS checked staff (minimum of 2 on duty at all times).
- 61.A Challenge 25 policy will be in force at all bars.
- 62.A Child Welfare and Vulnerable Person procedure will be in place and will be detailed in the ESMP

**Checklist:****Please tick to indicate agreement**

- I have made or enclosed payment of the fee. ☒
- I have enclosed the plan of the premises. ☒
- I have sent copies of this application and the plan to responsible authorities and others where applicable. ☒
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable. ☒
- I understand that I must now advertise my application. ☒
- I understand that if I do not comply with the above requirements my application will be rejected. ☒
- [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 or my share code issued by the Home Office online right to work checking service (please read note 15). ☐

**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.**

<b>Declaration</b>	<ul style="list-style-type: none"><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</li></ul>
--------------------	---

	her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	Robert J Dudley
Date	Friday 9th January, 2026
Capacity	Director, We Are The Fair

**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 number (if any)			
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			



**Grid Reference**

TQ32263

**X (Easting), Y (Northing)**

532256 , 126387

**Latitude, Longitude (decimal)**

51.021655 , -0.115676

**What3Words**

Fishnet.backyards.basics





Baked by Cordia

Treehoppers Forest  
Kindergarten

Borde Hill Garden

Borde Hill Ln

Borde Hill Ln

Borde Hill Estate

Robertsmere

Hill Ln