

Cornwall Council

Application by a Club for copy of Club Premises Certificate

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 are advised to keep a copy of the completed form for your records.

1. NAME OF CLUB	
2. POSTAL ADDRESS OF CLUB	
3. Name of person performing duties of a secretary to the club	
Telephone number (if any)	
E-mail address (optional)	
4. Club Premises Certificate Number:	

Address for correspondence associated with this application (if different to the address above)	
Post town	Post code

5. Details of loss, theft, damage, etc
<p>We (insert name of Club) hereby apply for a copy of our Club Premises Certificate which was [lost] [stolen] [damaged] [destroyed]. The circumstances under which the Club Premises Certificate was [lost] [stolen] [damaged] are as follows:* [Delete as applicable]</p> <p>* Where the Club Premises Certificate has been lost or stolen the holder must give details of reporting that loss or theft to the Police.</p> <p>Date Reported:</p> <p>Police Station Reported to:</p>

6. CHECKLIST:	
	Please tick ✓ yes
<input type="checkbox"/> I have enclosed payment of £10.50 (make cheques payable to Cornwall Council)	<input type="checkbox"/>

7. Declaration	
<p>The information contained in this form is correct to the best of my knowledge and belief. It is an offence knowingly or recklessly to make a false statement in or in connection with an application for the grant, renewal, change of address or copy of a club premises certificate. (A person is to be treated as making a false statement if he produces, furnishes, signs or otherwise makes use of a document that contains a false statement.) To do so could result in prosecution and a fine not exceeding level 5 on the standard scale.</p>	
Signature	
Date	
Capacity	

For official use only	
Signed application form	
Details of loss/damage of Club Premises Certificate	
Loss/theft reported to Police	
Cheque for £10.50 made payable to Cornwall Council	