

Application by a Premises Licence holder for copy of Premises Licence

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. FULL NAME(S) OF PREMISES LICENCE HOLDER(S)	
2. POSTAL ADDRESS OF PREMISES	
3. Premises Licence Number:	
Address for correspondence associated with this application (if different to the address above)	
Post town	Post code

4. Details of loss, theft, damage, etc

I/we (insert full name(s)) hereby apply for a copy of my/our Premises Licence/Summary which was [lost] [stolen] [damaged] [destroyed]. The circumstances under which the Premises Licence/Summary was [lost] [stolen] [damaged] are as follows: [Delete as applicable]

* Where the Premises Licence has been lost or stolen the holder must give details of reporting that loss or theft to the Police.

Date Reported:

Police Station Reported to:

5. CHECKLIST:

Please tick yes

I have enclosed payment of £10.50 (make cheques payable to Cornwall Council)

6. Declaration

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 premises licence. (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.

SIGNATURE		DATE	
SIGNATURE		DATE	

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