

**SHEFFIELD CITY COUNCIL
LICENSING SERVICE**

**ADVERTISEMENT OF MINOR VARIATION APPLICATIONS
(Licensing Act Regulations – Statutory Instrument 2005 No 42)**

Paragraph 26A.

In the case of an application for minor variation of a premises licence or club premises certificate (under section 41A or 86A respectively) the person making the application shall advertise the application containing the appropriate information set out in regulation 26A —

The notice must be displayed for a period of no less than 10 working days starting on the day after the day on which the application as given to the relevant licensing authority.

The notice must be:

- (a) of a size equal or larger than A4
- (b) white
- (c) printed legibly in black ink or typed in black

The notice must be displayed prominently at or on the premises to which the application relates so that it can be conveniently read from the exterior of the premises, and if any part of the external perimeter of the premises that is one hundred or more metres in length abuts a public highway or other place accessible to the public, by displaying such a notice at least every fifty metres along that part of the perimeter.

The notice must include the following information—

- (i) in the case of an application under section 41A, at or near the top of the notice the heading “Licensing Act 2003: Minor Variation of Premises Licence”,
- (ii) in the case of an application under section 86A, at or near the top of the notice the heading “Licensing Act 2003: Minor Variation of Club Premises Certificate”,
- (iii) a brief description of the proposed variation or variations,
- (iv) the name of the applicant or club,
- (v) the postal address of the premises or club premises, if any, or if there is no postal address for the premises a description of those premises sufficient to enable the location and extent of the premises or club premises to be identified,
- (vi) the postal address and, where applicable, the worldwide web address where the register of the relevant licensing authority is kept and where and when the record of the application may be inspected,
- (vii) the date by which an interested party may make representations to the relevant licensing authority,
- (viii) that it is an offence knowingly or recklessly to make a false statement in connection with an application and the maximum fine for which a person is liable on summary conviction for the offence.

The heading information referred to above must be printed or typed in a font of a size equal to or larger than 32 with the remainder of the notice being printed or typed in a font of a size equal to or larger than 16.

**Licensing Service
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