

Application for a personal 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 form for your records.

| 1. Your personal details | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|------|------------------|--------------------------------------------|
| TITLE Please tick | | | |
| Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state) | | | |
| Surname | Rowe | | |
| Forenames | Akim | | |
| PREVIOUS NAMES (if relevant) please enter details of any previous names or maiden names. Please continue on a separate sheet if necessary. | | | |
| TITLE Please tick | | | |
| Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state) | | | |
| Surname | | | |
| Forenames | | | |
| Date of Birth | | | |
| Nationality | | | |
| I am 18 years old or over. Please tick | | | Yes <input checked="" type="checkbox"/> |
| | | | No <input type="checkbox"/> |
| ADDRESS WHERE ORDINARILY RESIDENT (We will use this address to correspond with you unless you complete the separate correspondence box below). | | | |
| | | | |
| Post town | | Post code | |
| | | | |
| TELEPHONE NUMBERS | | | |
| Daytime | | | |
| Evening | | | |
| Mobile | | | |
| FAX NUMBER | | | |
| | | | |
| E-MAIL ADDRESS (if you would prefer us to correspond with you by e-mail) | | | |
| | | | |

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

Post town

Post code

TELEPHONE NUMBERS

Daytime

Evening

Mobile

E-MAIL ADDRESS (if you would prefer us to correspond with you by e-mail)

2. Your licensing qualifications

Read Note 1

Please tick yes

Please indicate below which one of these statements applies to you:

1. I hold an accredited licensing qualification

2. I hold a certified qualification

3. I hold an equivalent qualification

4. I am a person of prescribed description

If you have ticked either of statements 1, 2 or 3 please provide details of your qualification in the box below (name of qualification, date of issue, issuing body) and please enclose your qualification with your application.

If you have ticked statement 4, please provide evidence that you are a person of prescribed description.

Personal Licence (APLH)
16.11.2018
Hurak Training Centre

3. Previous or outstanding applications for a personal licence

Note: You may only hold one personal licence at a time.

Please tick

Do you currently hold a personal licence?

Yes

No

Do you currently have any outstanding applications for a personal licence, with this or any other licensing authority?

Yes

No

| | | | |
|--------------------------------------------------------------------------|--|---------------------------------|-------------------------------------------|
| Has any personal licence held by you been forfeited in the last 5 years? | | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| Licensing Authority | | | |
| Licence number | | | |
| Date of issue | | | |
| Any further details | | | |

| 4. CHECKLIST: | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| I have | Please tick yes |
| • enclosed two photographs of myself, one of which is endorsed as a true likeness of me by a solicitor or notary, a person of standing in the community or any individual with a professional qualification | <input checked="" type="checkbox"/> |
| • enclosed any licensing qualification I hold or proof that I am a person of prescribed description | <input checked="" type="checkbox"/> |
| • enclosed a criminal conviction certificate or a criminal record certificate or the results of a subject access search of the police national computer by the National Identification Service | <input checked="" type="checkbox"/> |
| • enclosed a completed disclosure of criminal convictions and declaration form (Schedule 3) | <input checked="" type="checkbox"/> |
| • included a proof of my right to work in the United Kingdom (see note 2) | <input checked="" type="checkbox"/> |
| • made or enclosed payment of the fee for the application | <input checked="" type="checkbox"/> |

| 5. Declaration |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>I am entitled to work in the UK and am not subject to a condition preventing me from doing work relating to the carrying on of a licensable activity. I understand that my licence will become invalid if I cease to be entitled to live and work in the UK.</p> <p>The information contained in this form is correct to the best of my knowledge and belief.</p> <p>It is an offence knowingly or recklessly to make a false statement in or in connection with an application for the grant of a personal 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 of any amount. It is an offence under section 24B of the Immigration Act 1971 to work illegally.</p> <p>Prevention and detection of Fraud</p> <p>London Borough of Barking & Dagenham is under a duty to protect the public funds it administers. We may use the information you have provided on this form for the prevention and detection of fraud. We may also share this information with other bodies responsible for auditing or administering public funds for these purposes.</p> |

| | | | |
|------------------|--|-------------|------------|
| SIGNATURE | | DATE | 29.11.2018 |
|------------------|--|-------------|------------|

NOTES

Information on the Licensing Act 2003 is available on legislation.gov.uk or from your local licensing authority.

1. Licensing qualifications

Licensing qualifications are dealt with in section 120(8) and (9) of the Licensing Act 2003.

2. Right to work/immigration status:

A personal licence may not be issued to an individual or an individual in a partnership which is not a limited liability partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any personal licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have the right to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensing activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A current passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.

Disclosure of convictions and civil immigration penalties and declaration

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| TITLE Please tick ✓ | |
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| Surname | |
| Forenames | |

| 2. Forfeiture by a court or revocation by a licensing authority of a personal licence in the last 5 years | | |
|-----------------------------------------------------------------------------------------------------------|--|---------------------------------------------------------------------|
| | | Please tick ✓ |
| Has any personal licence held by you been forfeited or revoked in the last 5 years? | | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| If yes, please provide details below: | | |
| Name of court/licensing authority | | |
| Address of court | | |
| Date of forfeiture/revocation | | |
| Offence which resulted in the forfeiture/revocation | | |
| Any additional details | | |

3. Relevant or foreign offences and civil immigration penalties

Read Note 1

Please tick ✓

Have you been convicted of any relevant offence or foreign offence or been required to pay a civil immigration penalty?

Yes

No

If you have been convicted of any relevant offence you must provide details for each conviction of the date of conviction, the name and location of the convicting court, offence of which you were convicted and the sentence imposed:

Please see DBS check certificate attached for relevant offences.

If you have been convicted of any foreign offence you must provide details for each conviction of the date of conviction, the name and location of the convicting court, offence of which you were convicted and the sentence imposed:

If you have been convicted of any foreign offence you must provide details for each conviction of the date of conviction, the name and location of the convicting court, offence of which you were convicted and the sentence imposed:

| 4. Declaration | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------|--|------|--|
| I declare that I have not been convicted of any relevant offence or any foreign offence or been required to pay a civil immigration penalty | | | |
| SIGNATURE | | DATE | |

| 5. Declaration | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------|------------|
| <p>The information contained in this form is correct to the best of my knowledge and belief.</p> <p>It is an offence knowingly or recklessly to make a false statement in or in connection with an application for the grant or renewal of a personal 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 of any amount. It is an offence under section 24B of the Immigration Act 1971 to work illegally.</p> | | | |
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