



Licensing Team
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Licensing Team (Temple Street), Bristol City Council, PO Box 3399, BRISTOL BS1 9NE

**NOTIFICATION TO BRISTOL CITY COUNCIL LICENSING AUTHORITY.
REQUEST TO BE REMOVED AS DESIGNATED PREMISES SUPERVISOR
S41 Licensing Act 2003**

*delete as appropriate

I (Full name)

Of (Home Address)

being the designated premises supervisor in respect of :

(Name of premises)

(Address of premises)

hereby notify Bristol City Council Licensing Authority that I request to be removed as the designated premises supervisor with effect from (date which you wish removal to take effect from):

(i) I am also the holder of the premises licence: *YES / NO (see note 1 below)

(ii) If YES to point (i) above then *I have enclosed the premises licence OR *I am unable to provide the premises licence because: (provide full details as to why you are unable to provide the premises licence)

(iii) If NO to point (i) above then please confirm that

(a) a copy of this notice has been served on the premises licence holder within 48 hours of the service of this notice on this Authority. (see note 2 below) and

(b) a notice has been served on the premises licence holder(s) advising that the holders must within 14 days of receiving that notice, send to the Licensing Authority the premises licence or a statement of the reasons for the failure to send the premises licence.

I confirm that a copy of the notices as required at (a) and (b) above have been served on the premises licence holder(s) (see note 3 below)

(Name of licence holder(s))

At (Time) On (Date)

Signed: (Premises Supervisor)

Print Name in Full:

Dated:

GUIDANCE NOTES:

- (1) Where you are the premises licence holder this notification will not be accepted where either the premises licence is not submitted with this application or there is not a satisfactory statement as to why the premises licence is not submitted. Statements for non-submission must be explicit as to the circumstances why the premises licence is not available.
- (2) Where there is more than one premises licence holder you are advised to serve copies of this notice on all licence holders.
- (3) A copy of this form is attached for this purpose and a notice for service on premises licence holder in respect of the requirement to provide the Authority with the licence.

Copy to be served on premises licence holder(s)
NOTIFICATION TO BRISTOL CITY COUNCIL LICENSING AUTHORITY.
REQUEST TO BE REMOVED AS DESIGNATED PREMISES SUPERVISOR
S41 Licensing Act 2003

*delete as appropriate

I (Full name)

Of (Home Address)

being the designated premises supervisor in respect of :

(Name of premises)

(Address of premises)

hereby notify Bristol City Council Licensing Authority that I request to be removed as the designated premises supervisor with effect from (date which you wish removal to take effect from):

(i) I am also the holder of the premises licence: *YES / NO (see note 1 below)

(ii) If YES to point (i) above then *I have enclosed the premises licence OR *I am unable to provide the premises licence because: (provide full details as to why you are unable to provide the premises licence)

(iii) If NO to point (i) above then please confirm that

(a) a copy of this notice has been served on the premises licence holder within 48 hours of the service of this notice on this Authority. (see note 2 below) and

(b) a notice has been served on the premises licence holder(s) advising that the holders must within 14 days of receiving that notice, send to the Licensing Authority the premises licence or a statement of the reasons for the failure to send the premises licence.

I confirm that a copy of the notices as required at (a) and (b) above have been served on the premises licence holder(s) (see note 3 below)

(Name of licence holder(s))

At (Time) On (Date)

Signed: (Premises Supervisor)

Print Name in Full:

Dated:

GUIDANCE NOTES:

(1) Where you are the premises licence holder this notification will not be accepted where either the premises licence is not submitted with this application or there is not a satisfactory statement as to why the premises licence is not submitted. Statements for non-submission must be explicit as to the circumstances why the premises licence is not available.

(2) Where there is more than one premises licence holder you are advised to serve copies of this notice on all licence holders.

(3) A copy of this form is attached for this purpose and a notice for service on premises licence holder in respect of the requirement to provide the Authority with the licence.

Copy to be served on premises licence holder(s)
NOTIFICATION TO PREMISES LICENCE HOLDER(S)
REQUEST TO BE REMOVED AS DESIGNATED PREMISES SUPERVISOR
S41 Licensing Act 2003

I (Full name)

Having been the designated premises supervisor in respect of :

(Name of premises)

(Address of premises)

hereby notify you:

Name of premises licence holder(s):

That you are required within 14 days to send to Bristol City Council Licensing Authority the premises licence in respect of the above named premises. If you are unable to send the premises licence you must send a statement of the reasons for the failure to provide the licence.

A person commits an offence if they fail to comply with the requirement to send the licence or a statement of the reasons for the failure to send it.

Signed: (Outgoing Premises Supervisor)

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Print Name in Full:

Dated:

Data Protection Privacy Notice:

Full details of how Regulatory Services uses your data and why it is collected can be found at the following link:

https://www.bristol.gov.uk/en_US/about-our-website/privacy