APPLICATION FOR A PREMISES LICENCE TO BE GRANTED UNDER THE LICENSING ACT 2003

If you wish to make representations in relation to this application, please do so in writing before midnight on the 12.12.2024 to the following address:

London Borough of Croydon Sustainable Communities Department, Licensing Team, 3rd Floor, Zone B Bernard Weatherill House 8 Mint Walk Croydon, CR0 1EA

Or by email to: licensing@croydon.gov.uk

It is an offence to knowingly or recklessly make a false statement in connection with an application. The maximum fine on summary conviction for such an offence is unlimited.

Application for a premises licence to be granted under the Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

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 in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records. I/We Bronson's Burgers Ltd apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003 Part 1 – Premises details Postal address of premises or, if none, ordnance survey map reference or description Pod 19, Unit 5-7 Norbury Trading Estate, Craignish Avenue **SW16 4RW** Post town London Postcode Telephone number at premises (if any) £163000 Non-domestic rateable value of premises Part 2 - Applicant details Please state whether you are applying for a premises licence as Please tick as appropriate an individual or individuals * please complete section (A) a) b) a person other than an individual * \boxtimes as a limited company/limited liability please complete section (B) partnership as a partnership (other than limited please complete section (B) iii as an unincorporated association or please complete section (B) other (for example a statutory corporation) please complete section (B) c) a recognised club please complete section (B)

please complete section (B)

d)

a charity

e)	the proprietor of	an educational establis	hment		please comp	olete section (B)		
f)	a health service b	oody			please comp	olete section (B)		
g)	•	registered under Part 2 of Act 2000 (c14) in respectital in Wales			please comp	plete section (B)		
g(a)	Part 1 of the Hea	Ith and Social Care Acting of that Part) in an							
h)	the chief officer of England and Wal	of police of a police for les	rce in		please comp	plete section (B)		
	ou are applying as elow):	a person described in ((a) or (b) pl	lease	confirm (by t	icking yes to o	one		
premi	ses for licensable		siness whic	h inv	olves the use	of the	\boxtimes		
I am 1		ation pursuant to a							
statutory function or a function discharged by virtue of Her Majesty's prerogative [
	a function discha	arged by virtue of Her l	Majesty's p	rerog	ative		Ш		
(A) IN		Arged by virtue of Her l		orerog	ative				
(A) IN				Othe	er Title (for mple, Rev)				
	DIVIDUAL APP	LICANTS (fill in as ap	pplicable)	Othe	er Title (for				
Mr Surna	DIVIDUAL APP	LICANTS (fill in as ap	pplicable) Ms	Otho exar nmes	er Title (for mple, Rev)	ase tick yes			
Mr Surna Date over	DIVIDUAL APP Mrs ame	LICANTS (fill in as ap	pplicable) Ms First na	Otho exar nmes	er Title (for mple, Rev)	ase tick yes			
Mr Surna Date over Natio	DIVIDUAL APP Mrs ame of birth	LICANTS (fill in as ap	pplicable) Ms First na	Otho exar nmes	er Title (for mple, Rev)	ase tick yes			
Mr Surna Date over Natio	Mrs	LICANTS (fill in as ap	pplicable) Ms First na	Otho exar nmes	er Title (for mple, Rev)	ase tick yes			
Mr Surna Date over Natio Curre addre premi	Mrs	LICANTS (fill in as ap	pplicable) Ms First na	Otho exar nmes	er Title (for mple, Rev)	ase tick yes			
Mr Surna Date over Natio Curre addre premi Post t Dayti	Mrs	LICANTS (fill in as ap	pplicable) Ms First na	Otho exar nmes	er Title (for mple, Rev)	ase tick yes			

${\bf SECOND\ INDIVIDUAL\ APPLICANT\ (if\ applicable)}$

Mr 🗌	Mrs		Miss			Ms			ner Title (for ample, Rev)	
Surname						Fi	rst na	mes		
Date of birth	h			I	am 18	year	s old	or	☐ Plea	se tick yes
Nationality										
Current posts if different fr premises add	om	SS								
Post town					ı				Postcode	
Daytime cor		epho	ne numb	er						
E-mail addr (optional)	ess									
Name Bronson's B Address	Bronson's Burgers Ltd									
Registered n 12973392		where	applicat	ole)						
	Description of applicant (for example, partnership, company, unincorporated association etc.) Limited Company									
Telephone n	umber (i	f any)							
E-mail addre	ess (optio	onal)								

Part 3 Operating Schedule	
When do you want the premises licence to start?	DD MM YYYY 0 1 1 2 2 0 2 4
If you wish the licence to be valid only for a limited period, when do you want it to end?	DD MM YYYY
Please give a general description of the premises (please read g	guidance note 1)
The premises comprises of a kitchen/food preparation unit with	nin a larger building.
The premises does not serve the general public but instead provided which is run by staff and interacts only with delivery drivers. Trained staff, good levels of lighting, CCTV and with restricted	he premises will operate with
If 5,000 or more people are expected to attend the premises at a	ny
one time, please state the number expected to attend.	
What licensable activities do you intend to carry on from the pre	mises?
(please see sections 1 and 14 and Schedules 1 and 2 to the Licen	sing Act 2003)
Provision of regulated entertainment (please read guidance note	Please tick all that apply
a) plays (if ticking yes, fill in box A)	
b) films (if ticking yes, fill in box B)	
c) indoor sporting events (if ticking yes, fill in box C)	
d) boxing or wrestling entertainment (if ticking yes, fill in bo	ox D)
e) live music (if ticking yes, fill in box E)	

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recorded music (if ticking yes, fill in box F)

performances of dance (if ticking yes, fill in box G)

anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

f)

g)

h)

<u>Provis</u>	sion of lat	te night r	efreshment (if ticking yes, fill in box I)		\boxtimes
Suppl	y of alcoh	<u>10l</u> (if tick	ring yes, fill in box J)		
In all ca	ases comp	plete boxe	es K, L and M		
A					
	ard days a		Will the performance of a play take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
	ice note 7		(please read guidance note 3)	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Wed			State any seasonal variations for performing p guidance note 5)	lays (please rea	ad
Thur					
Fri			Non standard timings. Where you intend to use for the performance of plays at different times the column on the left, please list (please read g	to those listed	l in
Sat					
Sun					

Films Standard days and timings (please read		read	Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
guidan	ce note 7)		Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for the exhibition read guidance note 5)	of films (plea	se
Thur					
Fri			Non standard timings. Where you intend to use for the exhibition of films at different times to column on the left, please list (please read guida	those listed in	
Sat					
Sun					

Indoor sporting events Standard days and timings (please read guidance note 7)			Please give further details (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			State any seasonal variations for indoor sporting events (please read guidance note 5)
Wed			
Thur			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and		;	Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
	s (please i ce note 7			Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for boxing or wreentertainment (please read guidance note 5)	estling	
Thur					
Fri			Non standard timings. Where you intend to use for boxing or wrestling entertainment at differ listed in the column on the left, please list (please	ent times to tl	hose
Sat			note 6)		
Sun					

Live music Standard days and timings (please read			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
_	ce note 7		(prouse roug gardance note 5)	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for the performation (please read guidance note 5)	nce of live mu	<u>sic</u>
Thur					
Fri			Non standard timings. Where you intend to us for the performance of live music at different t listed in the column on the left, please list (pleas	imes to those	
Sat			note 6)		
Sun					

Recorded music Standard days and timings (please read		nd	Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
	ce note 7		,	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for the playing of (please read guidance note 5)	f recorded mu	<u>sic</u>
Thur					
Fri			Non standard timings. Where you intend to us for the playing of recorded music at different t listed in the column on the left, please list (please)	imes to those	
Sat			note 6)		
Sun					

Performances of dance Standard days and			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
timing	s (please : ce note 7	read	(prouse read guidance note 5)	Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read gui	dance note 4)	
Tue					
Wed			State any seasonal variations for the performation (please read guidance note 5)	nce of dance	
Thur					
Fri			Non standard timings. Where you intend to us for the performance of dance at different times the column on the left, please list (please read g	s to those liste	d in
Sat					
Sun					

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainm providing	nent you will bo	e
Day	Start	Finish	Will this entertainment take place indoors or outdoors or both – please tick (please read	Indoors	
Mon			guidance note 3)	Outdoors	
				Both	
Tue			Please give further details here (please read gui	dance note 4)	
Wed					
Thur			State any seasonal variations for entertainment description to that falling within (e), (f) or (g) guidance note 5)		
Fri					
Sat			Non standard timings. Where you intend to us for the entertainment of a similar description twithin (e), (f) or (g) at different times to those local column on the left, please list (please read guidal)	to that falling listed in the	<u> </u>
Sun					

I

Late night refreshment Standard days and		nd	Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
timings (please read guidance note 7)				Outdoors	
Day	Start	Finish		Both	
Mon	23:00	03:00	Please give further details here (please read gui N/A	dance note 4)	
Tue	23:00	03:00			
Wed	23:00	03:00	State any seasonal variations for the provision of late night refreshment (please read guidance note 5) N/A		
Thur	23:00	03:00			
Fri	23:00	03:00	Non standard timings. Where you intend to us for the provision of late night refreshment at d those listed in the column on the left, please list	ifferent times	
Sat	23:00	03:00	guidance note 6) N/A		
Sun	23:00	03:00			

J

Supply of alcohol Standard days and timings (please read		nd	Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	
	ice note 7		garante note o,	Off the premises	
Day	Start	Finish		Both	
Mon			State any seasonal variations for the supply of read guidance note 5)	alcohol (please	e
Tue					
Wed					
Thur			Non standard timings. Where you intend to us for the supply of alcohol at different times to the column on the left, please list (please read guidant)	hose listed in t	
Fri					
Sat					
Sun					
designa		ises supe	s of the individual whom you wish to specify on rivisor (Please see declaration about the entitlent form):		n the
Name					
Date o	of birth				
Addre	ss				
Postco					
Person	nal licence	number ((if known)		
Issuing	g licensing	g authority	y (if known)		

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

N/A

L

Hours premises are open to the public Standard days and timings (please read guidance note 7)			State any seasonal variations (please read guidance note 5) N/A
Day	Start	Finish	
Mon	11:00	03:00	
Tue	11:00	03:00	
Wed	11:00	03:00	Non standard timings. Where you intend the premises to be
Thur	11:00	03:00	open to the public at different times from those listed in the column on the left, please list (please read guidance note 6) N/A
Fri	11:00	03:00	
Sat	11:00	03:00	
Sun	11:00	03:00	

M Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

Bronson's Burgers operates a wide range of delivery services and a dine-in restaurant across London. A range of conditions are suggested:

- A CCTV system will be provided at the premises which will have a facility to retain recordings for 30 days, and which will have a date/time stamp facility.
- The staff members(s) on site will be familiar with the CCTV system's operation and be able to provide footage to the Police or Licencing Authority.
- No noise which is audible externally will emanate from the premises or other disturbance such as vibration from plant/equipment or fumes, steam or odour which would give rise to nuisance.
- Notices that will be clearly visible to delivery drivers will be affixed to ensure noise is kept to a minimum to avoid disturbance to business and residents in the area.
- An incident log will be kept at the premises and made available to the Police or Licencing Authority. The incident log shall record any complaints relating to crime/disorder, incidents of disorder or reported crimes, and any faults in CCTV system.
- A telephone number for the Manager will be displayed at the premises whilst open to enable reporting of any relevant incidents/complaints.
- The Premises Holder or a nominated person shall ensure that members of staff are trained in their responsibilities under the Licensing Act 2003. This training will be documented and made available to the Police or Licencing Authority when requested.

b) The prevention of crime and disorder

The premises does not serve the general public but is instead a food delivery service which is
run by staff and interacts only with delivery drivers. Staff will be trained to be vigilant of any
potential crime and anti-social behaviour and will be assisted by good levels of lighting, CCTV
and ensuring access is restricted to authorised users.

c) Public safety

The public is not served at the premises – only staff members and those delivery drivers collecting food to take to customers off-site. CCTV, lighting, and access control will ensure public safety.

d) The prevention of public nuisance

Staff training in various areas – to deal with conflicts, and the action to take in a variety of situations. Notices will be placed at the property to ensure delivery drivers keep quiet, including engines being switched off whilst waiting. No music will be played at the premises and nor is alcohol served or consumed.			
e) The protection of children from harm			
No children will be permitted on the premises.			
Checklist: Please tick to indicate agree	ement		
I have made or enclosed payment of the fee.			
• I have enclosed the plan of the premises.	\boxtimes		
 I have sent copies of this application and the plan to responsible authorities and others where applicable. 	\boxtimes		
• I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.			
I understand that I must now advertise my application.	\boxtimes		
• I understand that if I do not comply with the above requirements my application will be rejected.			
[Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom (please read note 15).			

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE

KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). If signing on behalf of the applicant, please state in what capacity.

Declaration	 [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licesable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15) 	
Signature	Mr M Saeed	
Date	13/11/24	
Capacity	Applicant's Authorised Agent	

For joint applications, signature of 2nd applicant or 2nd applicant's solicitor or other authorised agent (please read guidance note 13). If signing on behalf of the applicant, please state in what capacity.

Signature			
Date			
Capacity			
Contact name (where not previously given) and postal address for correspondence associated			

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)

Mr M Saeed

Inspire Planning Solutions Ltd 67 Europa Business Park

Bird Hall Lane

Post town	Stockport		Postcode	SK3 0XA	
Telephone number (if any)					
If you would make yo to compound with you by a mail your a mail address (artisms)					

If you would prefer us to correspond with you by e-mail, your e-mail address (optional)

Notes for Guidance

- Describe the premises, for example the type of premises, its general situation and layout
 and any other information which could be relevant to the licensing objectives. Where
 your application includes off-supplies of alcohol and you intend to provide a place for
 consumption of these off-supplies, you must include a description of where the place will
 be and its proximity to the premises.
- 2. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell

- alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
- o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
- 3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
- 4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
- 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
- 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
- 7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
- 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the

- premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
- 9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
- 10. Please list here steps you will take to promote all four licensing objectives together.
- 11. The application form must be signed.
- 12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
- 13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
- 14. This is the address which we shall use to correspond with you about this application.

15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a 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 premises 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 an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable 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.
- A current Immigration Status Document issued by the Home Office to the holder with an
 endorsement indicating that the named person is allowed to stay indefinitely in the UK or
 has no time limit on their stay in the UK, when produced in combination with an official
 document giving the person's permanent National Insurance number and their name
 issued by a Government agency or a previous employer.
- A full birth or adoption certificate issued in the UK which includes the name(s) of at least
 one of the holder's parents or adoptive parents, when produced in combination with an
 official document giving the person's permanent National Insurance number and their
 name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland
 when produced in combination with an official document giving the person's
 permanent National Insurance number and their name issued by a Government agency or
 a previous employer.
- A certificate of registration or naturalisation as a British citizen, when produced in combination with an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A current passport endorsed to show that the holder is allowed to stay in the UK and is
 currently allowed to work and is not subject to a condition preventing the holder from
 doing work relating to the carrying on of a licensable activity.
- A current Biometric Immigration Document (Biometric Residence Permit) issued by the
 Home Office to the holder which indicates that the named person can currently stay in the
 UK and is allowed to work relation to the carrying on of a licensable activity.
- A current Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A current Immigration Status Document containing a photograph issued by the Home
 Office to the holder with an endorsement indicating that the named person may stay in the
 UK, and is allowed to work and is not subject to a condition preventing the holder from
 doing work relating to the carrying on of a licensable activity when produced in
 combination with an official document giving the person's permanent National Insurance
 number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office

acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.

- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity such as a passport,
 - evidence of their relationship with the European Economic Area family member e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

