# **Public Notice**

Take notice that we **[insert applicant’s name or insert name of club]** have made an application to Elmbridge Borough Council acting as the Licensing Authority, for a new **[Premises Licence or Club Premises Certificate]** in respect of **[insert postal address of premises]**.

The application and the Licensing Authority’s public register can be inspected at: Elmbridge Borough Council, Civic Centre, High Street, Esher, Surrey, KT10 9SD. Applications may be inspected Monday to Friday (except on public holidays) between the hours of 9am and 4pm by appointment or at [elmbridge.gov.uk](http://www.elmbridge.gov.uk)

The date by which responsible authorities or other persons may make representations to the Licensing Authority in relation to this application is **[insert date]***.* Any representations may be made by emailing [licensing@elmbridge.gov.uk](mailto:licensing@elmbridge.gov.uk)

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 is unlimited.