



# INSTRUCTIONS TO COMPLETE THE NOTICE

- At number
- (1) Delete as applicable
  - (2) Insert the full name and address of the applicant in block capitals
  - (3) Insert the date upon which the application was delivered to the Council
  - (4) The address of the premises must be given in block capitals
  - (5) Delete as applicable
  - (6) Insert the proposed opening and closing times for Sexual Entertainment Venues only, otherwise delete this section
  - (7) Describe the type of entertainment to be provided by Sexual Entertainment Venues only, otherwise delete this section
  - (8) The date upon which the notice is first displayed must be inserted

## REQUIREMENTS FOR DISPLAY OF NOTICE

In addition to the requirement to advertise the application in a local newspaper circulating within the Borough of Watford, applicants for licences in respect of premises have to display notice of the application on or near the premises in a place where it can conveniently be read by the public for 28 days beginning with the date of application. The responsibility for displaying the notice is the applicant's. The Council will require evidence that this requirement has been complied with. The Council is empowered to prescribe the form of notice and accordingly requires applicants to follow the format set out overleaf.

**THIS NOTICE MUST BE SECURELY AFFIXED ON OR NEAR THE PREMISES TO WHICH IT RELATES FOR A PERIOD OF 28 DAYS IN ORDER TO COMPLY WITH THE ABOVE**