

# APPENDIX A

## SCHEDULE 1

### PRESCRIBED FORM OF TEMPORARY EVENT NOTICE

Regulation 3

The Prescribed form for a temporary event notice is as follows:

[Insert name and address of relevant licensing authority and its reference number (optional)]

#### Temporary Event Notice

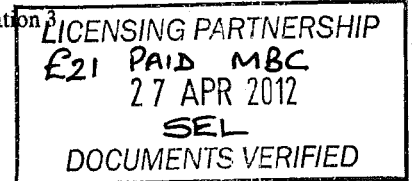
Information on the Licensing Act 2003 is available on the website of the Department for Culture, Media and Sport ([http://www.culture.gov.uk/alcohol\\_and\\_entertainment/default.htm](http://www.culture.gov.uk/alcohol_and_entertainment/default.htm)) or from your local licensing authority.

Before completing this notice please read the guidance notes at the end of the notice. If you are completing this notice 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 should keep a copy of the completed notice for your records. You must send two copies of this notice to the licensing authority and an additional copy must be sent to the chief officer of police for the area in which the premises are situated. The licensing authority will endorse one of the two copies and return it to you as an acknowledgement of receipt.

I, the proposed premises user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry on a temporary activity at the premises described below.

<b>1. The personal details of premises user (Please read note 1)</b>			
<b>1. YOUR NAME</b>			
Title	(delete as appropriate) Mr Mrs <u>Miss</u> Ms Other (please state)		
Surname	Milgate		
Forenames	EMMA-JANE		
<b>2. PREVIOUS NAMES</b> (Please enter details of any previous names or maiden names, if applicable. Please continue on a separate sheet if necessary)			
Title	(delete as appropriate) Mr Mrs Miss Ms Other (please state)		
Surname			
Forenames			
<b>3. Your date of birth</b>		Day	26
		Mth	02
		Yr	1987
<b>4. Your place of birth</b>		Minster hospital, Shepp, Kent.	
<b>5. National Insurance Number</b>		JJ 39 59 89 B	
<b>6. YOUR CURRENT ADDRESS</b> (We will use this address to correspond with you unless you complete the separate correspondence box below)			
2 Courtenay road, Maidstone, Kent.			
<b>Post town</b>		<b>Post code</b>	
Maidstone		ME15 6UL	
<b>7. OTHER CONTACT DETAILS</b>			
<b>TELEPHONE NUMBERS</b>			
Daytime	07575994846		
Evening (optional)			
Mobile (optional)	07575994846		
<b>FAX NUMBER (optional)</b>			
<b>E-Mail Address (optional)</b>		teamkarmageddon@yahoo.com	
<b>8. ALTERNATIVE ADDRESS FOR CORRESPONDENCE</b> (If you complete the details below, we will use this address to correspond with you)			
<b>Post town</b>		<b>Post code</b>	



<b>9. ALTERNATIVE CONTACT DETAILS (IF APPLICABLE)</b>	
<b>TELEPHONE NUMBERS</b>	
Daytime	
Evening (optional)	
Mobile (optional)	
<b>FAX NUMBER (optional)</b>	
<b>E-Mail Address (optional)</b>	

<b>2. The premises</b>
Please give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references) (Please read note 2)
Yelsted Court Farm Yelsted. Sittingbourne, Kent ME9 7UT
If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, please give a description and details below. (Please read note 3)
The main arena will be in an open field across the road from the Farm all so all other Services including camping and first aid.
Please describe the nature of the premises below. (Please read note 4)
green field.
Please describe the nature of the event below. (Please read note 5)
The aim of the event is to raise awareness of ecological matters while providing entertainment. workshops, crafts and music in a ecological Respectfull way.


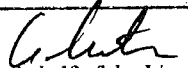
<b>3. The licensable activities</b>		
Please state the licensable activities that you intend to carry on at the premises (please mark an "X" next to the licensable activities you intend to carry on). (Please read note 6)		
The sale by retail of alcohol		X
The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club		
The provision of regulated entertainment		X
The provision of late night refreshment		X
Please state the dates on which you intend to use these premises for licensable activities. (Please read note 7)		
27 <sup>th</sup> 28 <sup>th</sup> , 29 <sup>th</sup> July 2012		
Please state the times during the event period that you propose to carry on licensable activities (please give times in 24 hour clock). (Please read note 8)		
Friday 27 <sup>th</sup> 14.00 - 02.00 Saturday 28 <sup>th</sup> 12.00 - 04.00 Sunday 29 <sup>th</sup> 12.00 - 20.00		
Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers. (Please read note 9)		499
If the licensable activities will include the supply of alcohol, please state whether the supplies will be for consumption on or off the premises, or both (please mark an "X" next to the appropriate box). (Please read note 10)	On the premises only	
	Off the premises only	
	Both	X
<b>4. Personal licence holders (Please read note 11)</b>		
Do you currently hold a valid personal licence? (Please mark an "X" in the box that applies to you)		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If "Yes" please provide the details of your personal licence below.		
Issuing licensing authority		
Licence number		
Date of issue		
Date of expiry		
Any further relevant details		

<b>5. Previous temporary event notices you have given (Please read note 12)</b>		
Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice? (Please mark an "X" in the box that applies to you)	Yes	No <input checked="" type="checkbox"/>
If answering yes, please state the number of temporary event notices you have given for events in that same calendar year		
Have you already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes	No <input checked="" type="checkbox"/>

<b>6. Associates and business colleagues (Please read note 13)</b>		
Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? (Please mark an "X" in the box that applies to you)	Yes	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices your associate(s) have given for events in the same calendar year		
Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes	No <input checked="" type="checkbox"/>
Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? (Please mark an "X" in the box that applies to you)	Yes	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices your business colleague(s) have given for events in the same calendar year.		
Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes	No <input checked="" type="checkbox"/>

<b>7. Checklist (Please read note 14)</b>	
<b>I shall (Please mark the appropriate boxes with an "X")</b>	
Send two copies of this notice to the licensing authority for the area in which the premises are located	<input checked="" type="checkbox"/>
Send a copy of this notice to the chief officer of police for the area in which the premises are located	<input checked="" type="checkbox"/>
If the premises are situated in one or more licensing authority areas, send two copies of this notice to each additional licensing authority	<input type="checkbox"/>
If the premises are situated in one or more police areas, send a copy of this notice to each additional chief officer of police	<input type="checkbox"/>
Make or enclose payment of the fee for the application	<input checked="" type="checkbox"/>
Sign the declaration in Section 9 below	<input checked="" type="checkbox"/>

<b>8. Condition (Please read note 15)</b>
It is a condition of this temporary event notice that where the relevant licensable activities described in Section 3 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

<b>9. Declarations (Please read note 16)</b>			
The information contained in this form is correct to the best of my knowledge and belief.			
I understand that it is an offence:			
(i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and			
(ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both.			
SIGNATURE		DATE	30/3/2012
Name of Person signing	Emma milgate		
<b>10. Acknowledgement (Please read note 17)</b>			
I acknowledge receipt of this temporary event notice.			
SIGNATURE	 On behalf of the Licensing Authority	DATE	01/05/12
Name of Officer Signing	G. CURTIS		

## NOTES

### General

In general, only the police may intervene on crime prevention grounds to prevent the occurrence of an event at which permitted temporary activities are to take place or to agree a modification of the arrangements for such an event. However, the licensing authority may intervene of its own volition by issuing a counter notice if the first, second and fourth of the limits set out below would be exceeded. If any of the limits below are breached or if a counter notice has been issued, any licensable activities taking place would be unauthorised and the premises user would be liable to prosecution. The limitations apply to:

- the number of times a person (the “premises user”) may give a temporary event notice (50 times per year for a personal licence holder and 5 times per year for other people);
- the number of times a temporary event notice may be given in respect of any particular premises (12 times in a calendar year);
- the length of time a temporary event may last for these purposes (96 hours);
- the maximum aggregate duration of the periods covered by temporary event notices at any individual premises (15 days per calendar year); and
- the scale of the event in terms of the maximum number of people attending at any one time (a maximum of 499).

For the purposes of determining the overall limits of 50 temporary event notices per personal licence holder (in a calendar year) and of 5 for a non-personal licence holder (in a calendar year), temporary event notices given by an associate or a person who is in business with a premises user (and that business involves carrying on licensable activities) count towards those totals. Note 13 below explains the definition of an “associate”.

When permitted temporary activities take place, a premises user must ensure that either:

- a copy of the temporary event notice endorsed as acknowledged by the licensing authority is prominently displayed at the premises; or that
- the temporary event notice endorsed as acknowledged by the licensing authority is kept at the premises either in his own custody or in the custody of a person present and working at the premises and whom he has nominated for that purpose.

Where the temporary event notice is in the custody of a nominated person, a notice specifying that fact and the position held by that person must be displayed prominently at the premises.