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**London Local Authorities Act 1991
APPLICATION FOR TRANSFER OF LICENCE A SPECIAL TREATMENTS LICENCE**

(PLEASE COMPLETE THIS FORM IN BLOCK CAPITALS)

SECTION 1 – THE PREMISES

(a) Trade name or title of premises:

(b) Full address of premises:

Postcode _____ Telephone No: _____

(c) Full name and address of present owner/licensee (if a partnership or Ltd company please enter details of **all** partners or directors):

_____ Postcode: _____

_____ Postcode: _____

(d) Full name and address of **proposed** licensee (if a partnership or Ltd company please enter details of **all** partners or directors):

Postcode: _____

Telephone: _____

Email: _____

(e) Will the premises be under the management control of the new licensee:

Please delete as appropriate:

YES	NO
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If **NO** please give details of manager/person in control of the premises:

(f) Name of person(s) currently holding the freehold of the premises:

(g) Address of person(s) currently holding the freehold of the premises:

(h) Will the freehold of the premises change on transfer of the licence?

Please delete as appropriate:

YES	NO
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If **YES** please give details of new/proposed freeholder:

Name: _____

Address: _____

NOTE: If a partnership or Ltd company, please give details of all partners or directors. *(Please continue on another page if necessary).*

(j) Is the business held under lease? *Please delete as appropriate.*

YES	NO
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If **YES** does the leaseholder have the authority to undertake repairs/works which may be required under the licence?

Please delete as appropriate.

YES	NO
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If **NO** who is responsible for authorising repairs/works required under the licence?:

(k) What part/s of the building are/is proposed to be transferred under the licence?

(d) I/We enclose form DOC01 Declaration of Convictions in respect of every person named except current licence holders and freeholder Yes

(l) I/We undertake to make payment upon receipt of an invoice from the London Borough of Redbridge.

(Payment MUST NOT be enclosed with this application)

SECTION 2: DECLARATION OF CURRENT LICENSEE

I / We (full name(s) of proposed licensee(s))

Of (full address of current licensee(s))

being the current holder(s) of the Special Treatment Licence for the premises known as:

acknowledge, agree and give our consent for such licensee held in my/our name(s) to be transferred to the applicant(s) whose name is given at section (d) of this application and that I/we will cease to have any interest in the terms of such licence.

Signature of current licence holder(s). *(PLEASE PRINT NAME BESIDE SIGNATURE(S))*

DATE: _____

SECTION 3: DECLARATION OF PROPOSED LICENSEE

I / We (full name(s) of proposed licensee(s))

I / We give my / our consent for details on this form to be divulged to the police and other outside agencies relevant to this application.

I / We hereby declare that I / We have not been refused or have a / any convictions under any previous application for a licence for a Special Treatment premises.

I / We declare that the particulars given above are true to the best of my / our knowledge.

Signature of applicants(s). *(PLEASE PRINT NAME BESIDE SIGNATURE(S))*

DATE: _____

Address to which communications are to be sent if different to the address of the premises or home address given:

Email: _____

ALL CORRESPONDENCE TO BE RETURNED TO:

London Borough of Redbridge, Licensing Service, 2nd Floor, Lynton House, 255-259 High Road, Ilford, Essex IG1 1NY

Information provided in this application will be held on our computers and manual records. It will be used to assess your application and may be shared with other departments within the London Borough of Redbridge, The Metropolitan Police, The London Fire & Emergency Planning Authority, sub-contractors contracted to provide any support, administration or similar service and any other parties we are required to consult. It may be disclosed where required by law or in connection with legal or regulatory proceedings. Where the public are entitled to object to a licence or we are required to maintain a public register details of licences & applications may be published on the Council's website.