

Request to be removed as designated premises supervisor

Reference number:

To _____ Council,
being the Licensing Authority.

I
of

being the designated premises supervisor in respect of premises known as

hereby give notice that I request to be removed as designated premises supervisor in respect of the Premises Licence.

A. [I am the holder of the Premises Licence and hereby [enclose [the appropriate part of] the licence] [state that the reasons for failing to provide the licence are:

]]

or B. *† [I am not the holder of the Premises Licence and hereby give to _____ the premises licence holder a copy of the above notice and give notice under Sect 41(4)(b) of the Act directing [you] _____ (the holder) to send to the Council,

within 14 days of receiving this notice the following:-

- (i) the Premises Licence (or the appropriate part of the licence), or
- (ii) if that is not practicable, a statement of the reasons for the failure to provide the licence (or part).]

Dated _____ Signed
[The designated premises supervisor]

MKC collect and use information about you so that we can provide you with council services. Full details about how we use this data and the rights you have around this can be found at www.milton-keynes.gov.uk/privacy. If you have any data protection queries, please contact the Data Protection Officer at data.protection@milton-keynes.gov.uk

Note: Where paragraph A applies, copy of the form must be sent to the Licensing Authority, where paragraph B applies copies must be sent to both the Licensing Authority and the Premises Licence Holder.

Delete words in square brackets which do not apply

* Where applicable this notice must be given to the holder of the Premises Licence no later than 48 hours after giving the notice under Section 41(1).

† A person commits an offence if he/she fails, without reasonable excuse, to comply with a direction given to him/her under Section 41(4)(b) of the Act. A person guilty of an offence is liable on summary conviction to a fine not exceeding level 3 on the standard scale.