

# Wiltshire Council

## **REPRESENTATION FORM**

**This form must be returned within the statutory period, which is 28 days from the date the notice was displayed on the premises or the date specified in the public notice in the newspaper. Please contact the Licensing team to confirm this date.**

Any individual, body or business can make a Representation to the Licensing Authority in relation to an application, regardless of their geographic proximity to the premises. Any Representation must be relevant, in that the Representation relates to one or more of the Licensing Objectives.

<b>Premises about which representation is being made</b>	
<b>Your Name</b>	
<b>Postal Address</b>	
<b>Contact Telephone Number and Email address</b>	
<b>Are you (please tick):</b> <ul style="list-style-type: none"><li>• An individual?</li><li>• A person who operates a business?</li><li>• A person representing residents or businesses?</li><li>• A member of the Relevant Licensing Authority (ie, elected Councillor of the Licensing Authority)?</li></ul>	
<b>If you are representing residents or businesses who have asked you to represent them?</b>	

Your Representation must relate to one of the four Licensing Objectives, which are detailed below. Please detail the evidence supporting your Representation and the reason for your Representation. If necessary, separate sheets may be used.

<b>LICENSING OBJECTIVES</b>	<b>EVIDENCE</b>
<b>The protection of children from harm</b>	

<b>The prevention of public nuisance</b>	
<b>The prevention of crime and disorder</b>	
<b>Public safety</b>	

**Please list below any suggested actions that you feel the applicant could take to address your concerns:**

If a hearing needs to be held to determine the Premises Licence Application, the Licensing Sub-committee will generally only be able to consider matters that have previously been disclosed. However, additional information in support of your Representation may be considered if all parties at the Hearing agree. We advise that you detail all matters that you wish to be considered on this initial Representation, attaching additional sheets if necessary.

If you do make a Representation you will be invited to attend the Licensing Sub-Committee Hearings and any subsequent appeal proceedings relevant to your Representation.

**All Representations in their entirety, including your name and address, will be disclosed to the Premises Licence applicant. A copy of Representations will be annexed to the Licensing Officer's report, which is a public document published on the Council's website and circulated to the Licensing Sub-Committee and to all those who have made relevant Representations.**

Signature.....

Date.....

**Please return this form along with any additional sheets, by email to [publicprotectionnorth@wiltshire.gov.uk](mailto:publicprotectionnorth@wiltshire.gov.uk)**

Alternatively, if sending by mail, please return to:

The Licensing Officer  
Wiltshire Council  
Public Protection Services and Licensing  
County Hall  
Bythesea Road  
Trowbridge  
BA14 8JN

**Any representations received after the consultation period has ended will not be considered.**