

\* required information

Section 1 of 9

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

FW2023

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

Yes  No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

\* First name

\* Family name

\* E-mail

Main telephone number

Include country code.

Other telephone number

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Your position in the business	<input type="text" value="Head Teacher"/>
Home country	<input type="text" value="United Kingdom"/>
Business Address	
Building number or name	<input type="text" value="Maidenbower Junior School"/>
Street	<input type="text" value="Harvest Road"/>
District	<input type="text"/>
City or town	<input type="text" value="Crawley"/>
County or administrative area	<input type="text" value="West Sussex"/>
Postcode	<input type="text" value="RH10 7RA"/>
Country	<input type="text" value="United Kingdom"/>

The country where the headquarters of your business is located.

If you have one, this should be your official address - that is an address required of you by law for receiving communications.

Section 2 of 9

APPLICATION DETAILS [See also guidance on completing the form, general notes and note 1\)](#)

Have you had any previous or maiden names?

- Yes  No

\* Your date of birth  /  /

Applicant must be 18 years of age or older

National Insurance number

This box need not be completed if you are an individual not liable to pay UK national insurance.

Place of birth

Correspondence Address

Is the address the same as (or similar to) the address given in section one?  Yes  No  
If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name	<input type="text" value="Maidenbower Junior School"/>
Street	<input type="text" value="Harvest Road"/>
District	<input type="text"/>
City or town	<input type="text" value="Crawley"/>
County or administrative area	<input type="text" value="West Sussex"/>
Postcode	<input type="text" value="RH10 7RA"/>
Country	<input type="text" value="United Kingdom"/>

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#### Additional Contact Details

Are the contact details the same as (or similar to) those given in section one? **Yes** is selected you can re-use the details from section one, or amend them as required. Select **No** to enter a completely new set of details.

Yes  No

E-mail

Telephone number

Other telephone number

#### Section 3 of 9

#### THE PREMISES

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

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) [\(See also guidance on completing the form, note 2\)](#)

\* Does the premises have an address?

Yes  No

#### Address

Is the address the same as (or similar to) the address given in section one? **Yes** is selected you can re-use the details from section one, or amend them as

Yes  No

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to school families and the tickets are shown for entrance. The event will be supported and patrolled by the local services including police. We have over 30 Marshalls; some of whom are designated to support the licensed area. The licensed area will be fenced off for the Over 18s to sell/buy beer and wine. The licensed area will be clearly signposted and kept separate from other refreshment stalls by barriers. The area is to be outdoors but up against a room from which the staff can use fresh water, cleaning points etc. The area for alcohol will never hold more than 200 including staff. This area will be outside the Year 4 cloakroom and toilets for access to the school building (See plan). The whole event starts at 6pm, with Marshalls assembling at 5.30pm. The fireworks will start at 7.30 and the whole evening will end around 9.30pm.

Describe the nature of the premises below ([see also guidance on completing the form, note 4](#))

We are one of the largest Junior schools in Crawley and have land designate clearly for the use and purpose of each area during the event. It has the school buildings which will be used by staff during the event, toilets will be used by the public

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Event end date

/  /   
dd mm yyyy

State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock)

[\(see also guidance on completing the form, note 10\)](#)

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

[\(see also guidance on completing the form, note 11\)](#)

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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?

OFFICE USE ONLY

Applicant reference number	<input type="text" value="FW2023"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

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