

This fee is not returnable if you decide to withdraw the application or if the licence is refused.

- A detailed plan of the premises to scale.
- Details of insurance which must cover all reasonable risks arising from those uses in respect of which the premises require to be licensed including full Public and Third Party Liability Insurance (no licence will be issued unless a full and current Certificate of Insurance for the premises is delivered to the Licensing Section).

The Public Notice should be completed accurately and displayed in a prominent position on the frontage of the premises to be licensed so that it can be easily seen and read by any member of the public.

This Notice must be displayed for no less than 21 days from the date when the application was lodged with the Licensing Section. If for any reason the Notice is defaced or removed, it must be immediately replaced. Applicants must complete and sign the Certificate of Compliance confirming that they have complied with these requirements and return this to the Licensing Section immediately upon expiry of the 21 day period.

The Application may be dealt with under powers delegated to an officer of the Council or if objections or representations are received, it may be considered by the Council's Licensing Sub-Committee.

If the application is granted, a formal Licence will be issued containing the terms and conditions of grant including the name and address of the licensed premises and the person or persons responsible for control and management of the sporting events taking place there.

This licence will remain in force for three years or for a shorter period if the Licensing Sub-Committee so decide, and can be renewed on the expiry of that period.

Who to Contact

All enquires concerning Applications for Indoor Sports Entertainment Licences should be made to the **Licensing Section, North Ayrshire Council, Cunninghame House, Irvine, KA12 8EE (Telephone Number (01294) 324305).**