

Designated Premises Supervisor Confirmation of Authorisation Licensing Act 2003

Please complete this form and preferably scan in and then email to licensing@reigate-banstead.gov.uk when completed. Alternatively you can fill in by hand and post or drop this form into the main reception at the Council.

I(Name of the DPS) am the current holder of a Personal Licence issued by:(Licensing Authority), Personal Licence number:

I am the named Designated Premises Supervisor for:
.....(Name and address of Premises).

I have advised the following person(s) of their duties and responsibilities under the Licensing Act 2003 in respect of the sale/supply of alcohol on these premises. The relevant offences are:

- **Section 140** – Allowing disorderly conduct on licensed premises;
- **Section 141** – The sale of alcohol to a person who is drunk;
- **Section 142** – Obtaining alcohol for a person who is drunk;
- **Section 146** – The sale of alcohol to children (person under 18);
- **Section 147** – Allowing the sale of alcohol to children;
- **Section 151** – Delivering alcohol to children;
- **Section 153** – Prohibition of unsupervised sales by children.

I authorise the following person(s) to sell/supply alcohol on my behalf:

Name of Employee (Print)	Date (DD/MM/YY)	Signature of Employee
...../...../.....
...../...../.....
...../...../.....
...../...../.....
...../...../.....

Address:

Licensing Officer, Reigate & Banstead Borough Council, Town Hall, Castlefield Road, Reigate, RH2 0SH
Email: licensing@reigate-banstead.gov.uk Telephone 01737 276672

Official use only	Reference No:				Checked:	
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