

Application for Entertainments Licence

*I/We hereby make application to Fermanagh and Omagh District Council under the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1985, for the *grant/renewal of an Entertainments Licence in respect of the premises and on the days and during the hours as stated below. (**delete as appropriate*)

Name and Address of Premises:

.....

Name and Address of Applicant(s):

.....

Email:.....Telephone No:.....

Premises or section of Premises	Capacity	Nature of Entertainment	Days and hours during which Entertainment will take place

Type of Licence:

Occasional Licence (14 unspecified days per year)		Full Licence	
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*I/We declare that the premises are capable of accommodating a total ofpersons.

*I/We enclose the relevant fee of £.....in accordance with the attached Table of Fees.

*I/We enclose herewith the Certificates/Documents (as listed overleaf) required in support of the application.

Declaration:

I/We undertake to comply fully with all the terms, conditions, or restrictions attached to a licence, if granted.

Signature of Applicant:Date:

Completed application forms plus the relevant fee and other enclosures should be returned to:
Building Control & Licensing Department, Fermanagh & Omagh District Council, 15 East Bridge Street, Enniskillen, Co Fermanagh, BT74 7BW, (or) The Grange, Mountjoy Road, Omagh, Co Tyrone, BT79 7BL

Telephone: 0300 303 1777

Website: www.fermanaghomagh.com

Copies of the application will be forwarded to the Police Service of Northern Ireland and Northern Ireland Fire and Rescue Service for consultation.

Required Documentation:

For the grant/renewal of a licence, please enclose the following documents in support of the application (Templates are included where applicable).

	(Tick)
Public notice of the application in the Fermanagh Herald & Impartial Reporter or The Ulster Herald & The Tyrone Constitution	Here Enclosed
A Certificate of Public Liability Insurance.	Here Enclosed
An Electrical Certificate supplied by a competent electrician, qualified to the most recent addition of B.S.7671 (Every 3 years)	Here Enclosed
An Emergency Lighting Certificate	Here Enclosed
A Certificate of Testing of Fire Alarm System	Here Enclosed
A Certificate of Fire Proofing of Curtains/Drapes / Seating	Here Enclosed
A Certificate for Fire Fighting Equipment	Here Enclosed
A Fire Risk Assessment (or an annual review of your current FRA)	Here Enclosed

Additionally for Marquees / Outdoors events:

Marquee Certificate (Structural/Fire etc)	Here Enclosed
Certificate for Fire Proofing of Marquee material/canvas	Here Enclosed
Stage safety certification	Here Enclosed

Note: For new applications for the **Grant** of an Entertainment Licence, please forward three copies of the Fire Safety Plans for each floor of the building, clearly indicating the areas where entertainment is to be provided. Fire Safety Plans must indicate the layout, emergency lighting, exit signage, location of fire alarm panel, smoke detectors and break glass units, clear width of escape routes and exists, stair width, fire extinguishers, ironmongery for emergency exits and any other fire protection measures.

Data Protection: Under the Data Protection Act (1998), Fermanagh and Omagh District Council (the Data Controller) has a legal duty to protect any information it collects about you. It will not be disclosed to any other third party unless law or regulation compel such disclosure or unless we have been specifically asked to do so in order to deliver a service which you have requested.