**Form 22**

**Application for variation, suspension, or cancellation of special licence**

*Section 283, Sale and Supply of Alcohol Act 2012*

**To** the Secretary

District Licensing Committee at [*name of territorial authority*]

Application for the variation (*or* suspension *or* cancellation) of a special licence is made in accordance with the details set out below.

**Details of applicant**

• Full legal name: [*state*]

• Postal address for service of documents: [*state*]

• Daytime contact name and telephone number: [*state*]

**Details of licensee and manager**

• Full legal name of licensee: [*state*]

• Number: [*state*]

• Full legal name and address of each manager: [*state*]

• Certificate numbers of each manager’s certificate (if known):[*state*]

**Details of licence**

• kind of licence: [*state whether on-site or off-site*]

• licence number: [*state*]

**Details of premises**

(*To be included only where the licence applies to any premises that are not a conveyance*)

• Address: [*state*]

• Name, trading name, or name of building (if any): [*state*]

**Details of conveyance**

(*To be included only where the licence applies to any conveyance*)

• Type of conveyance: [*state*]

• Any registration number [*state*]

• Address of home base (if any): [*state*]

• Name, trading name, or name of conveyance (if any): [*state*]

**Action sought**

(*tick appropriate box*)

Variation □ Suspension □ Cancellation □

**Conditions**

(*To be included only where variation is sought, and, in that case, to be filled in for each condition to which the application relates*)

• Terms of condition at present: [*state*]

• In what respect does the applicant seek to vary the condition? [*state*]

**Grounds of application**

That the licensed premises have been conducted:

• \*in breach of the following provisions of the Sale and Supply of Alcohol Act 2012 [*state provisions*]; and in particular it is alleged as follows: [*state details of each alleged breach*]; or

• \*in breach of the following conditions of the licence [*state conditions*]; and in particular it is alleged as follows: [*state details of each alleged breach*]; or

• \*otherwise in an improper manner; and in particular it is alleged as follows: [*state details of the improper manner in which it is alleged the licensed premises have been conducted*]:

\*That the conduct of the licensee is such as to show that he (*or* she) is not a suitable person to hold the licence; and in particular it is alleged as follows: [*state details of the reasons for alleging that the licensee is unsuitable*]:

\*The licensed premises are being used in a disorderly manner so as to be obnoxious to neighbouring residents or to the public; and in particular it is alleged as follows: [*state details of the disorderly manner in which it is alleged the licensed premises are being used*].

\*Delete where not applicable.

Dated at: [*place*, *date*]

Signature of applicant: