



**CIVIC GOVERNMENT (SCOTLAND) ACT 1982 : SECTION 41  
LICENSING OF PUBLIC ENTERTAINMENT**

**APPLICATION FOR GRANT OR RENEWAL OF PUBLIC ENTERTAINMENT LICENCE  
PART B – USE OF PREMISES FOR A PUBLIC PERFORMANCE OF ANY PLAY**

**Note:** Each of these questions must be answered. It is a criminal offence to make any statement which you know to be false or recklessly to make any statement which is materially false.

<p>1. Are the whole premises to be used for public entertainment?</p> <p>If not, Please give details, by reference to a plan, of precisely which part or parts of the premises (ie which room or rooms) are to be used for the purposes of public entertainment</p>	
<p>2. What is the total seating capacity?</p>	
<p>3. Number and location of exits</p>	
<p>4. Number of attendants to be on duty</p>	
<p>5. State whether premises are</p> <p>(a) Permanent (b) Moveable</p>	
<p>5A. Are temporary raised platforms or other structures used for seating, staging, lighting, sound equipment etc. to be provided?</p> <p>If yes, please supply Structural Engineer's Certificate</p> <p><b>If yes and the stage/structure is 30m<sup>2</sup> or bigger or more than 600mm in height, please contact Building Standards at <a href="mailto:buildingstandards@dumgal.gov.uk">buildingstandards@dumgal.gov.uk</a></b></p>	

6. Have all staff and attendants been instructed in the safety precautions to be observed in the premises and in the action to be taken in the event of fire or other emergency	Yes / No
7. State nature of safety lighting	
8. Risk Assessments, including fire escape provisions	These are available to view on request? Yes / No
9. Insurance Certificates – Public Liability	Copies of these are attached? Yes / No

I declare that the particulars given by me on this application form are true. I authorise Dumfries and Galloway Council to make such enquiries with the police and others as the Council consider appropriate.

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see

<https://www.dumgal.gov.uk/fairprocessing>

<b>Signature</b>	_____
<b>Address</b>	_____ _____ _____
<b>Position of applicant in Company/Partnership if not otherwise stated</b>	_____
<b>Date</b>	_____

Now please return the form to:

Licensing  
Kirkbank House  
English Street  
Dumfries, DG1 2HS  
☎ 01387 245922/email: [licensing@dumgal.gov.uk](mailto:licensing@dumgal.gov.uk)

with the following:

- the application fee  
(3 year licence - £50    1 day-6 weeks £25)
  
- public liability insurance certificate

N.B. 1. ANY PERSON WHO IN, OR IN CONNECTION WITH, THE MAKING OF THIS APPLICATION MAKES ANY STATEMENT WHICH HE KNOWS TO BE FALSE OR RECKLESSLY MAKES ANY STATEMENT WHICH IS FALSE SHALL BE GUILTY OF AN OFFENCE AND LIABLE, ON SUMMARY CONVICTION, TO A FINE NOT EXCEEDING £1,000.

2. THIS APPLICATION FORM MUST BE LODGED, TOGETHER WITH THE APPROPRIATE FEE, NOT LESS THAN 28 DAYS BEFORE THE PROPOSED COMMENCEMENT DATE OF THE LICENCE.

3. THE LODGING FEE IS NOT REFUNDABLE.