Premises Licence Application

Case Ref FS-Case-874701651
Date Submitted 2026-09-30 12:26:17

Environmental Services
East Cambridgeshire District Council The Grange Nutholt Lane Ely Cambs CB7 4EE

Application for a premises licence to be granted
under the Licensing Act 2003
PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form.
I/We the applicants named below apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Are you completing this form as **the Applicant**

Agent Details (if applicable)
Name:
Address:
Preferred contact method:
Email:
Phone:
Mobile:
Applicants Name and Address:

Part 1 - Premises Details

Postal address of premises:	Unit 3a, Meadow View Industrial Estate Reach Road, , Burwell, CB25 0GH
Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ 8300

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as:
(a) an individual or individuals*: Yes
OR
(b) a person other than an individual*:
*If you are applying as a person described in (a) or (b) please confirm:
I am carrying on or propose to carry on a business which involves the use of the premises for licensable activities or

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(A) INDIVIDUAL APPLICANTS (fill in as applicable)
If completed by Applicant:

Title	Mr
Surname Barnett	**First names Matthew**
I am 18 years old or over	
Current postal address if different from premises address	[redacted]
Daytime contact telephone number	[redacted]
Mobile phone number	[redacted]
E-mail address (optional)	[redacted]
Date of Birth	[redacted]
Over 18	[redacted]
Nationality	[redacted]

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name
Address
Registered number (where applicable)
Description of applicant (for example. partnership, company, unincorporated association etc.)
Telephone number (if any)
E-mail address (optional)

Part 3 - Operating Schedule

When do you want the premises licence to start?: 15/11/2026

If you wish the licence to be valid only for a limited period, when do you want it to end?:

Please give a general description of the premises (please read guidance note 1)
Unit 3a is a light-industrial unit on Meadow View Business Park, Reach Road, Burwell, a small estate of commercial units on the edge of the village, with a concrete forecourt used for parking and deliveries. There is an isolated residential dwelling approximately 70 metres away; the nearest residential area is approximately 500 metres away.

The unit is a brick and steel clad building with a pedestrian entrance door and a small roller shutter on the front elevation. Inside is a single open-plan ground-floor room of approximately 44 m², with a WC and a separate hand wash basin. An additional sink and glasswasher will be installed before trading.

There is a fire exit to the side, with existing fire detection and emergency exit signage. A staircase leads to a first floor used as air conditioned office space. It may also be used for private tastings and meetings, so it is included in the licensed area.

The premises will operate as a small independent wine and beer retailer. Most sales will be online for local delivery, with a shop area where customers can browse and buy bottles to take away. On-sales will be limited to small tasting sessions, open evenings and occasional private hire events". There is no bar, and the business is not a pub or late night venue. Capacity will be set by the fire risk assessment.

From May to September, a small area directly in front of the unit, approximately 40 m² of the forecourt, will occasionally be used for customers to drink during tastings and open evenings. It will be clearly marked out with movable barriers, supervised by staff, and cleared by sunset or 21:30, whichever is earlier. It will not be used outside these months or outside event hours. Customers will not be allowed to take drinks beyond the marked area.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend:
What licensable activities do you intend to carry on from the premises?
(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)
Provision of regulated entertainment: (please read guidance note 2)
(j) Supply of alcohol
In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)
Will the performance of a play take place indoors or outdoors or both(please read guidance note 3)
P**lease give further details here** (please read guidance note 4)
State any seasonal variations for performing plays (please read guidance note 5)
Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed above, please list (please read guidance note 6)

B

Films Standard days and timings (please read guidance note 7)

Will the exhibition of films take place indoors or outdoors or both(please read guidance note 3)
Please give further details here (please read guidance note 4)
State any seasonal variations for the exhibition of films(please read guidance note 5)
Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed above, please list (please read guidance note 6)

C

Indoor Sporting Events Standard days and timings (please read guidance note 7)
Please give further details (please read guidance note 4)
State any seasonal variations for indoor sporting events (please read guidance note 5)
Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed above, please list (please read guidance note 6)

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)
Will the boxing or wrestling entertainment take place indoors or outdoors or both(please read guidance note 3)
Please give further details here (please read guidance note 4)
State any seasonal variations for boxing or wrestling entertainment(please read guidance note 5)
Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed above, please list (please read guidance note 6)

E

Live Music Standard days and timings (please read guidance note 7)
Will the performance of live music take place indoors or outdoors or both(please read guidance note 3)
Please give further details here (please read guidance note 4)
State any seasonal variations for the performance of live music(please read guidance note 5)
Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed above, please list (please read guidance note 6)

F

Recorded Music Standard days and timings (please read guidance note 7)
Will the playing of recorded music take place indoors or outdoors or both(please read guidance note 3)
Please give further details here (please read guidance note 4)

State any seasonal variations for the playing of recorded music(please read guidance note 5)
Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed above, please list (please read guidance note 6)

G

Performance of dance Standard days and timings (please read guidance note 7)
Will the performance of dance take place indoors or outdoors or both(please read guidance note 3)
Please give further details here (please read guidance note 4)
State any seasonal variations for the performance of dance(please read guidance note 5)
Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed above, please list (please read guidance note 6)

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)
Please give a description of the type of entertainment you will be providing
Will this entertainment take place indoors or outdoors or both(please read guidance note 3)
Please give further details here (please read guidance note 4)
State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 5)
Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed above, please list (please read guidance note 6)

I

Late night refreshment Standard days and timings (please read guidance note 7)
Will the provision of late night refreshment take place indoors or outdoors or both(please read guidance note 3)
Please give further details here (please read guidance 4)
State any seasonal variations for the provision of the late night refreshment(please read guidance note 5)
Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed above, please list (please read guidance note 6)

J

Supply of alcohol
Standard days and timings (please read guidance note 7)
Day Monday Start Time 00:00:00 End Time 00:00:00
Day Tuesday Start Time 00:00:00 End Time 00:00:00
Day Wednesday Start Time 00:00:00 End Time 00:00:00
Day Thursday Start Time 00:00:00 End Time 00:00:00
Day Friday Start Time 00:00:00 End Time 00:00:00
Day Saturday Start Time 00:00:00 End Time 00:00:00
Day Sunday Start Time 00:00:00 End Time 00:00:00

Will the supply of alcohol be for consumption on the premises or off the premises or both (please read guidance note 8)
Both

State any seasonal variations for the supply of alcohol (please read guidance note 5)
From 1 May to 30 September, supply of alcohol for consumption on the premises will extend to a defined outdoor area of approximately 40 m² directly in front of the unit, during tastings and open evenings only. The area will be cleared by sunset or 21:30, whichever is earlier.

Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed above, please list (please read guidance note 6)

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor: (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	Mr Matthew Barnett
Address	[redacted]
Date of Birth	[redacted]
Personal licence number (if known)	[redacted]
Issuing licensing authority (if known)	[redacted]

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9)
None

L

Hours premises are open to the public
Standard days and timings (please read guidance note 7)
Day Monday Start Time 09:00:00 End Time 22:30:00
Day Tuesday Start Time 09:00:00 End Time 22:30:00
Day Wednesday Start Time 09:00:00 End Time 22:30:00
Day Thursday Start Time 09:00:00 End Time 22:30:00
Day Friday Start Time 09:00:00 End Time 23:30:00
Day Saturday Start Time 10:00:00 End Time 23:30:00
Day Sunday Start Time 10:00:00 End Time 22:00:00

State any seasonal variations (please read guidance note 5)
None

Non standard timings. Where you intend the premises to be open to the public at different times from those listed above, please list (please read guidance note 6)
None

M Describe the steps you intend to take to promote the four licensing objectives

a) General - all four licensing objectives (b, c, d and e)(please read guidance note 10)
The premises are a small, specialist wine and beer retailer, mainly selling online for local delivery. On-sales are limited to small tastings and occasional open evenings. The business is run by the Designated Premises Supervisor, who holds a personal licence and has previous experience running licensed premises. Anyone else authorised to sell or serve alcohol, including delivery drivers and event helpers, will be trained on their responsibilities under the Licensing Act 2003 before doing so, and training records will be made available to authorised officers on request.

b) The prevention of crime and disorder
The premises have an intruder alarm and secure stock storage. The licence holder will consider CCTV and discuss it with the police if any issues arise.
An incident and refusals log will be kept and available for inspection.
The business sells premium wine and beer. Drinks at tastings are served in measured tasting portions, and there is no discounting that encourages excessive drinking.
The premises licence holder or those authorised by them will refuse service to anyone who appears drunk.
Stock is held securely, and the premises are alarmed when closed.

c) Public safety
A fire risk assessment will be carried out before trading and reviewed regularly. The premises already have fire detection, emergency exit signage and a dedicated fire exit.
The number of people on the premises will not exceed the maximum capacity set out in the current fire risk assessment.
Escape routes will be kept clear at all times, including around display shelving and fridges.
A first aid kit will be kept on the premises.
Glassware will be collected regularly during tastings and events, and breakages cleared immediately.

d) The prevention of public nuisance
The premises are on a commercial estate. The nearest dwelling is about 70 metres away and the nearest residential area about 500 metres away.
The outdoor area is only used from May to September, during tastings and open evenings, and will be cleared by sunset or 21:30, whichever is earlier.
The premises licence holder or those authorised by them will supervise the outdoor area whenever it is in use.
Customers will not be allowed to take drinks beyond the marked area.
Any music will be kept at a level that does not cause nuisance beyond the estate.
Customers will be asked to leave quietly.
Glass and recycling will not be emptied outside between 21:00 and 08:00.

e) The protection of children from harm
A Challenge 25 policy will operate for all sales. The only accepted ID will be a passport, a photocard driving licence, or a PASS-accredited card.
Deliveries:
Customers must confirm at checkout that they are 18 or over.
Delivery staff will apply Challenge 25 at the door.
Alcohol will not be handed to anyone under 18, or to anyone who appears under 18 and can't produce accepted ID.
Undeliverable orders will be returned to the premises.
Under 18s may enter with an adult but will not be served or offered samples at tastings.
Challenge 25 notices will be displayed on the premises and on the website.

Checklist

I am making a payment with this application, I have attached the plan of the premises, I have attached the consent form completed by the individual I wish to be designated premises supervisor (if applicable), I understand that I must now advertise my application, I understand that if I do not comply with the above requirements my application will be rejected, [Applicable to all individual applicants, including those in a partnership that is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read guidance note 15)
Upload any documents here : sandbox files://6abcfb5c954a7646028400, sandbox files://6abcfb5c8958a554365338

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.

Part 4 - Signatures

Signature of applicant or applicant's solicitor or other duly authorised agent (see guidance note 12). If signing on behalf of the applicant, please state in what capacity

Declaration

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licesable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15)

Declaration: Yes
Date: 30/09/2026
Capacity: Applicant

Contact name (where not previously given and postal address for correspondence associated with this application (please read guidance note 13)	
Telephone number (if any)	
If you would prefer us to correspond with you by e mail, your e mail address (optional)	

Fees

Amount Paid: 190 190.00
Payment Code: 9398LI001 E0000177
Payment Reference: SECES00117398 SECES00117398

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for ‘not for profit’ film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day,

provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.

- Live music: no licence permission is required for:
- a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
- a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
- a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
- a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
- a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
- any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
- any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
- any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
- any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
- any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
- any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
- any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a

travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi nudity, films for restricted age groups or the presence of gaming machines.
10. Please list here steps you will take to promote all four licensing objectives together.
11. The application form must be signed.
12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
14. This is the address which we shall use to correspond with you about this application.
15. **Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships**:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this by providing with this application copies or scanned copies of the following documents (which do not need to be certified).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerl
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerlan
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employ
- A **full** birth or adoption certificate issued in the UK which includes the name(s) of at least one of the holder's parents or adoptive parents, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employ
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland**when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employ
- A certificate of registration or naturalisation as a British citizen,**when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employ
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.

- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.

- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employ

- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 17(3) or 18A (2) of the Immigration (European Economic Area) Regulations 2006, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of

- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.

- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-

- evidence of the applicant's own identity such as a passport,
- evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
- evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:

(i) working e.g. employment contract, wage slips, letter from the employer,

(ii) self employed e.g. contracts, invoices, or audited accounts with a bank,

(iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or

(iv) self sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:

(i) any page containing the holder's personal details including nationality;

(ii) any page containing the holder's photograph;

(iii) any page containing the holder's signature;

(iv) any page containing the date of expiry; and

(v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.
