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**BUSINESS AND PLANNING ACT 2020**

**APPLICATION FOR A PAVEMENT LICENCE**

I*(1)……………………………………………………………………………………………………………..*

do hereby give notice that on (2) ........../......../………… [I] have applied to **The London Borough of Hillingdon** for a ‘Pavement Licence’

at: *(3)…………………………………………………………………………………………………………….*

known as *(4)…………………………………………………………………………………………………..*

The application is for: *(5) ………………………………………………………………………………*

……………………………………………………………………………………………………………………..

Size of licensed area: ……………………………………………………………………………………

Type and amount of furniture: (6) …………………………………………………………………….

Any person wishing to make representations to this application may do so by writing to: (7) **licensing@hillingdon.gov.uk**

by: *(8) ……../………./……..*

The application and information submitted with it can be viewed on the Council’s website: (9) **www.hillingdon.gov.uk/current-applications**

Dated (10)

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**Guidance notes:**

Substitute the numbers with the following information:

*(1) name of applicant*

*(2) date the application is made (i.e. submitted)*

*(3) postal address of premises*

*(4) name premises is known by*

*(5) brief description of application (e.g outdoor seating to the front of the premises for serving of food and drink])*

*(6) brief description of furniture e.g. 2 tables, 4 chairs and 2 barriers*

*(7) address to which where representations can be sent (this could be an email address or via a portal).*

*(8) last date for representations being the date 14 calendar days after the date a valid application is submitted to the local authority (excluding public holidays)(2)*

*(9) the website address where the application can be viewed*

*(10) date the notice was placed (must be the same date as (2))*