



# BEDFORD BOROUGH COUNCIL

## LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982 APPLICATION FOR/USE PREMISES AS A SEX ESTABLISHMENT

### SECTION 1

IF THE APPLICANT IS AN INDIVIDUAL PLEASE COMPLETE THIS SECTION

1. FULL NAME OF APPLICANT

\_\_\_\_\_

2. PERMANENT ADDRESS

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. DATE OF BIRTH

\_\_\_\_\_

4. DO YOU HAVE ANY CONVICTIONS AGAINST YOU?

YES/NO

IF YES, PLEASE GIVE DETAILS

Court Code	Date of Conviction	Offence Code	Fine or Other Sentence	Comments

5. FULL NAMES AND ADDRESS OF ALL PERSONS INCLUDING UNINCORPORATED BODIES (IF ANY APART FROM THE APPLICANT) OWNING OR HAVING AN INTEREST IN THE BUSINESS TO WHICH THE PROPOSED SEX ESTABLISHMENT IS RELATED.

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**SECTION 2**

IF THE APPLICANT IS A BODY CORPORATE OR AN INCORPORATED BODY PLEASE COMPLETE THIS SECTION

1. FULL NAME OF APPLICANT

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2. ADDRESS OF REGISTERED OR PRINCIPAL OFFICE

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3. FULL NAMES AND PRIVATE ADDRESSES OF DIRECTORS OF THE APPLICANT OR OTHER PERSONS RESPONSIBLE FOR THE MANAGEMENT OF THE APPLICANT

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4. PARTICULARS OF CONVICTIONS FOR ANY OFFENCE (IF ANY) OF THE APPLICANT OR ANY PERSON NAMED IN ANSWER TO QUESTION 3 ABOVE

Court Code	Date of Conviction	Offence Code	Fine or Other Sentence	Comments

5. FULL NAMES AND ADDRESS OF ALL PERSONS INCLUDING INCORPORATED BODIES (IF ANY APART FROM THE APPLICANT) OWNING OR HAVING AN INTEREST IN THE BUSINESS TO WHICH THE PROPOSED SEX ESTABLISHMENT IS RELATED.

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**SECTION 3**

TO BE COMPLETED BY ALL APPLICANTS

1. FULL ADDRESS OF PREMISES TO BE USED AS A ESTABLISHMENT

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2. IF A VEHICLE, VESSEL OR STALL IS PROPOSED TO BE USED AS A SEX ESTABLISHMENT PLEASE SPECIFY THE LOCATION IN WHICH IT IS PROPOSED TO BE USED

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3. IS IT PROPOSED TO USE THE PREMISES, VEHICLE, VESSEL OR STALL AS A SEX SHOP OR A SEX CINEMA? PLEASE SPECIFY

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4. DURING WHAT DAYS OF EACH WEEK AND WHAT HOURS OF EACH DAY IS IT PROPOSED THAT THE SEX ESTABLISHMENT SHOULD BE OPEN

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5. PLEASE GIVE PARTICULARS BY PLAN OR DRAWING OF ALL ADVERTISEMENTS OR SIGNS ON OR IN THE PREMISES, VEHICLE, VESSEL OR STALL WHICH WILL BE VISIBLE FROM THE STREET OR OTHER PUBLIC PLACE WHERE THE PROPOSED SEX ESTABLISHMENT MAY OPERATE

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6. PLEASE SPECIFY WITH APPROPRIATE PARTICULARS WHETHER THE INTERIOR OF THE PREMISES, VEHICLE, VESSEL OR STALL WILL BE VISIBLE TO PASSERS BY

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7. PLEASE GIVE THE NAME, ADDRESS AND TELEPHONE NUMBER OF A PERSON WHO CAN SHOW THE COUNCIL'S REPRESENTATIVE OVER THE PREMISES IF AN INSPECTION IS REQUIRED

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8. HAVE YOU (OR, IF A CORPORATE OR UNINCORPORATED BODY, THAT BODY) PREVIOUSLY HELD A LICENCE FOR A SEX ESTABLISHMENT?  
YES/NO

IF YES PLEASE GIVE DETAILS

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9. ARE YOU (OR, IF A CORPORATE OR UNINCORPORATED BODY), THAT BODY DISQUALIFIED FROM HOLDING A LICENCE FOR A SEX ESTABLISHMENT?  
YES/NO

IF YES PLEASE GIVE DETAILS

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10. ARE YOU (OR, IF A CORPORATE OR UNINCORPORATED BODY), EVER BEEN REFUSED A LICENCE FOR A SEX ESTABLISHMENT? YES/NO

IF YES PLEASE GIVE DETAILS

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I declare that I have checked the information given on this application form and to the best of my knowledge and belief it is correct.

Signed \_\_\_\_\_

Date of Application \_\_\_\_\_

**SEX ESTABLISHMENT LICENCE – FORM OF CERTIFICATE**

To: Chief Officer for Democratic and Registration Services  
Bedford Borough Council  
Borough Hall  
Cauldwell Street  
Bedford MK42 9AP

Re: Premises known as -

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With regard to the application for the above Licence:

1. I/WE HEREBY CERTIFY that a press notice (copy attached) was on the \_\_\_\_\_ day of \_\_\_\_\_, published for the first time in \_\_\_\_\_ (state newspaper) being a local newspaper circulating in the area in which the above premises are situated.
2. I/WE HEREBY CERTIFY that a site notice in the form prescribed by the Council was displayed on or at the above premises in a prominent position so that it could easily be read by passers-by, and ensured that the site notice remained in position from \_\_\_\_\_ to \_\_\_\_\_ (being at least 21 days)
3. I/WE HEREBY CERTIFY that on \_\_\_\_\_ a notice of the application was also served on the Chief Constable of Police.

Dated this \_\_\_\_\_ day of \_\_\_\_\_

(Signed) \_\_\_\_\_

Name (in block capitals) \_\_\_\_\_

**Note:**

This certificate is to be completed by the applicant and sent to the Chief Officer for Democratic and Registration Services at the above address after the 28 day period allowed for objections has expired.

## DATA PROTECTION PRIVACY ADVICE

*Through the relevant application/notice forms, accompanying documentation and payment facilities associated with this licensing function the Council (the data controller) collects personal data. Personal data may also be collected in respect of further related requests for information from the applicant/person submitting the notice. This is necessary for the performance of legal obligations on it in respect of the relevant licensing function or otherwise necessary for the performance of a task carried out in the public interest or in the exercise of official authority. These also form the basis for the further processing of the personal data by the Council in connection with the application/notice, any determination of the same and any subsequent authorisation/appeal and issues that arise during the period of the authorisation/appeal. Beyond that, the Council will retain the records for 5 years and then destroy them securely. The Council will maintain and retain public registers and these are not destroyed. The Council may from time to time extract information itself from those public registers. The Council will share with and receive information from the following:*

- *Statutory Consultees (as defined by legislation)*
- *Ward Councillors and Parish Councillors (where appropriate)*
- *Responses to the Public Notice*

*in respect of data subjects who are applicants/notice givers and those who hold authorisations. It holds the personal data in a way designed to secure it from unauthorised use, loss or destruction. These measures include recruitment and training of staff, procurement of services and physical/cyber security. The Council's privacy statement for this function is available at [www.bedford.gov.uk](http://www.bedford.gov.uk) or upon request from the Council using the address and telephone contact details elsewhere on this form. The Council will update its privacy statement from time to time and you are urged to read that statement. You have information rights that are explained at <https://tinyurl.com/y7uccndm>. You can exercise your information rights by contacting the Council's Data Protection Officer at [dpo@bedford.gov.uk](mailto:dpo@bedford.gov.uk) or writing to Information Governance, Bedford Borough Council, Borough Hall, Cauldwell Street, Bedford MK42 9AP (Telephone (01234) 267422). If you believe that the Council has failed to comply with its data protection obligations you may contact the ICO at 0303 123 1113 or at [www.ico.org.uk](http://www.ico.org.uk). Further contact details are available upon request. The full Privacy Statement for Sex Shops and Sexual Entertainment Venue applications can be found here: [www.bedford.gov.uk/gdprprivacy](http://www.bedford.gov.uk/gdprprivacy)*