

Public Entertainment Licence Notification Form (Appendix A)

Please ensure that this form is completed if there is an event planned which includes any of the following:

1. It is likely to attract an attendance of 100 persons or more.
2. Involves the uses or presence of any type of temporary inflatable structure that is used for recreational purposes
3. Alcohol is likely to be consumed
4. Involves live animals
5. Involves motorised vehicles, including electronic vehicles
6. Involves external catering arrangements
7. Involves the use of lasers, pyrotechnics, fireworks or naked flames

Which requirement for notification has been met? (Please list all applicable)	
Brief Description of Event:	
Capacity:	

I declare that the particulars given by me on this form are correct to the best of my knowledge and belief.

Signature of Licence Holder or Day to Day manager:	
Name:	
Licence Number:	
Date:	

This notification form must be submitted by:

- Email to: licensing@clacks.gov.uk
- Post to: Licensing, Clackmannanshire Council, Kilncraigs, Greenside Street, Alloa, FK10 1EB
- Or via any other agreed method
- **no less than 42 days** prior to the beginning of the proposed event.