

# Checklist for a Personal Licence Licensing Act 2003

Licensing Team, Rugby Borough Council, Town Hall, Evreux Way, Rugby, CV21 2RR

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Web Site [www.rugby.gov.uk](http://www.rugby.gov.uk)

TO: RUGBY BOROUGH COUNCIL

## 1. Applicant's Details (BLOCK CAPITALS)

SURNAME

FORENAME(S)

HOME ADDRESS:

**POSTCODE:**

TELEPHONE NUMBER

E-mail:

## 2. Premises Details

B USINESS NAME:

ADDRESS:

**POSTCODE:**

TELEPHONE NUMBER:

E.mail

RESPONSIBLE AUTHORITIES	DATE SENT
Licensing Authority (RBC)	
Police (optional)	

Rugby Borough Council will use the information you provide on this form for administration of a Licence. The Council will show the information you provide to such of its employees and agents as need to see it to achieve the purpose stated above. Your information will not be disclosed other than within the Borough Council's notification under the Data Protection Act 1998, unless the law allows us to do so.