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Minor variation to a club premises certificate

Last Modified November 28, 2023



Small changes to your club premises certificate can be made through a minor variation application.

The proposed changes must not adversely affect the promotion of the licensing objectives.

The 4 objectives are:

- Prevention of crime and disorder
- Public safety
- Prevention of public nuisance
- Protection of children from harm

Certain things cannot be dealt with using the minor variation process, including:

- Extending the hours for the supply of alcohol between the hours of 11.00pm and 7.00am
- Increasing the amount of time on any day during which alcohol may be supplied

In such cases a [full variation](#) will always be required.

Please contact the licensing service for advice if you are unsure whether your proposals can be dealt with through the minor variation procedure.

Apply for a minor variation to your club premises certificate

Please read the [guidance notes \[PDF 28KB\]](#) before applying – this includes a template for the advertisement that you are required to display during the application period.

Apply online now

Or download and complete the [minor variation application form \[PDF 108KB\]](#).

The form should be accompanied by the fee of £89 and a plan of the club if the layout is changing.

You will also need to return the current club premises certificate and summary.

Interested parties have 10 working days to make relevant representations about a minor variation application. We must inform you of our decision to grant or reject the application within 15 working days.

Contact

Licensing service

Municipal buildings, Corporation Street, Blackpool, FY1 1NF

Telephone 01253 478572

Email licensing.la2003@blackpool.gov.uk

The licensing service is available to contact by telephone between 10.00am and 2.00pm Monday to Friday or visit in person by appointment only at the licensing desk at Blackpool Council's Customer First Centre on Corporation Street .

Additional information

[Licensing Act 2003 offences](#)

[Licensing Act 2003 guidance notes](#)

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Blackpool Council

Municipal Buildings
Corporation Street
Blackpool
FY1 1NF

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