

# Application to use premises as a sex establishment

Local Government (Miscellaneous Provisions) Act 1982

**Author:** Licensing Service

**Contact:** [licensing@luton.gov.uk](mailto:licensing@luton.gov.uk)

**Version:** 1.0 (published)

**Last updated:** 1 April 2023

**Please tick the applicable**

Grant

Renewal

Transfer

**Please tick the applicable**

Sex shop

Sex cinema

Sexual entertainment venue

## Part 1 – Premises details

Full details of premises to be used as a sex establishment

**Name**

.....

**Address**

.....  
.....  
.....

**Telephone number (if any)**

.....

**Email address (optional)**

.....

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.

**Location for vehicle, vessel or stall**

.....

Please specify with appropriate particulars whether the interior of the premises, vehicle, vessel or stall will be visible to passers by eg signage, advertising and displays.

.....  
.....

Please specify who should be the point of contact if the council needs to carry out an inspection or has enquiry

**Name**

.....

**Telephone number**

.....

**Email**

.....

## Part 2 – Applicant details

Please state whether you are applying for a Sex Establishment at as

**Individual** (please complete section A)

**Corporate body or Incorporated body** (please complete section B)

**Directors/Persons responsible for management of applicant etc** (please complete section C)

### Section A – Individual

**Name**

.....

**Permanent address**

.....

.....

.....

**Telephone number (if any)**

.....

**Email address (optional)**

.....

**Particulars of convictions for any offence (If any)**

.....

**Have you ever had a sex establishment licence refused?**

**Yes**

**No**

## Section B – Corporate body or incorporated body

**Name**

.....

**Address of registered or principal office**

.....

.....

.....

**Registered number (if any)**

.....

**Telephone number (if any)**

.....

**Email address (optional)**

.....

Please provide full names and addresses of all persons including incorporated bodies, directors and persons responsible for the management of the applicant (if any apart from the applicant) owning or having an interest in the business to which proposed sex establishment is related.

**Directors**

**Name**

.....

**Permanent address**

.....

.....

.....

**Date of birth**

.....

**Persons responsible for management of the applicant**

**Name**

.....

**Permanent address**

.....

.....

.....

**Date of birth**

.....

**Has any directors or persons responsible for management of the applicant been convicted of any offences which is an unspent conviction?**

**Name**

.....

**Date**

.....

**Court**

.....

**Offence**

.....

**Fine/sentence**

.....

**Incorporated bodies**

**Name**

.....

**Permanent address**

.....

.....

.....

**Date of birth**

.....

## Part 3 – Application details

Please state what days of each week and what hours of each day is it proposed that the sex establishment should be open

### **Monday**

Start .....

Finish .....

### **Tuesday**

Start .....

Finish .....

### **Wednesday**

Start .....

Finish .....

### **Thursday**

Start .....

Finish .....

### **Friday**

Start .....

Finish .....

### **Saturday**

Start .....

Finish .....

### **Sunday**

Start .....

Finish .....

I have made or enclosed payment of the fee

I have enclosed a scale plan to which the application relates

I understand that I must now advertise my application on the premises and in the newspaper

I have sent a copy of this application and plan to Chief Officer of Police

I have been a UK resident for at least 6 months

I understand that if I do not comply with the above requirements my application will be rejected

## Part 4 – Signatures

**Signature** .....

**Date** .....

**Capacity** .....

### Data Protection information

#### Privacy notice

**We take your privacy very seriously therefore we urge you to read Luton Council's privacy statements carefully because it contains important information about us and:**

- the personal information we collect about you
- what we do with your information, and
- who your information may be shared with

View this [privacy notice](#) on our website.

## Luton Council

### Application for the licence for a sex establishment - explanatory notes for applicants

Please read these notes carefully; failure to observe the requirements mentioned in these notes will render your application invalid.

1. The council's fees for application are as follows:

(a) Grant of a Licence: £9,000.00 (this fee includes the hearing costs)

(b) Renewal of a Licence: £2,945.00

(c) Transfer of a Licence: £2,945.00

(d) Licensing panel hearing costs: £2,200.00 (refundable if no hearing required)

Remittance of the appropriate fee should accompany your application. Cheques should be made payable to 'Luton Council'.

2. If the application is in respect of premises (i.e. not a vehicle, vessel or stall) notice in the appropriate form (see enclosed form of notice) must be displayed for 21 days beginning with the date of the application on or near the premises in a place where the notice can conveniently be read by the public. You are required to submit to the council a copy of this site notice duly certified as to the period during which and the place where it was displayed following expiry of the 21 day period.
3. You must give public notice of your application in the appropriate form (see enclosed form of notice) in a local newspaper circulating in the Borough of Luton not later than 7 days after the date of the application and you will be required to produce a copy of the relevant edition of the newspaper following publication.
4. You must send a copy of your application to the Licensing Inspector, Luton Police Station, Buxton Road, Luton LU1 1SD not later than 7 days after the date of the application. An extra copy of the application form is enclosed for this purpose.
5. The council may wish to seek further information concerning yourself or the application premises (including an inspection of the premises) before considering the application.
6. When the preliminary formalities have been completed your application will be referred in due course to the appropriate committee of my council for decision.
7. NB Anyone who, in connection with an application for the grant renewal or transfer of a licence for a sex establishment makes a false statement which he knows to be false in any material respect or which he does not believe to be true shall be guilty of an offence which on summary conviction can attract a fine of up to £20,000.

**Notice of application for the grant/ renewal/ transfer\* of a licence to use the premises as a sex establishment venue**

\*please delete that which does not apply

I/We..... (name)

Of .....

..... (address)

Applied for Luton Council pursuant to Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982, for a licence to use the premises known as:

..... (name and address of premises)

**As a sex establishment (sex shop/sex cinema/ sex entertainment venue)**

\*please delete that which does not apply

Any person wishing to object to the application should give notice in writing of the objection to the Licensing Service manager, Town Hall, Luton stating in general terms the grounds of the objection not later than 28 days after the date of the application. The name or address of any person so objecting will not be revealed except with the objectors consent.

On the ..... day of..... 20....