



LICENSING ACT 2003

NAME OF APPLICANT:
PREMISE ADDRESS:

EMAIL ADDRESS

REPRESENTATION BY:

DETAILS OF REPRESENTATIONS

LICENSING OBJECTIVES	REPRESENTATION (Details and any supporting evidence)
1. The prevention of public nuisance	
2. Public safety	

3. The prevention of crime and disorder	
4. The protection of children from harm	

If a hearing is held do you intend/do not intend attend the panel hearing relating to the above application.
(please indicate)

Signed

Please print name

Please complete and return to:
 Licensing and Enforcement
 Public Protection
 Newark and Sherwood District Council
 Castle House
 Great North Road
 Newark
 Nottinghamshire
 NG24 1BY

Disclosure of personal details of persons making representations: Where a notice of a hearing is given to an applicant, the licensing authority is required under the Licensing Act 2003 (Hearings) Regulations 2005 to provide the applicant with copies of the relevant representations that have been made. In exceptional circumstances, persons making representations to the licensing authority may be reluctant to do so because of fears of intimidation or violence if their personal details, such as name and address, are divulged to the applicant. Where licensing authorities consider that the person has a genuine and well-founded fear of intimidation and may be deterred from making a representation on this basis, they may wish to consider alternative approaches.

General Data Protection Regulation (GDPR) 2016 Privacy Notice

The personal information you provide will only be used by Newark and Sherwood District Council, the Data Controller, in accordance with General Data Protection Regulation 2016 to:

process your application

or

undertake a statutory function

The basis for processing this information is to enable the council to undertake a public task or to provide the service that you are requesting.

Your personal information will be shared with the applicant and other interested parties* in connection with the above purpose. Some of your personal information will be included in a public register in accordance with our statutory responsibility. Such public information may also be disclosed if requested under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004

Your personal data will be kept in accordance with the Council's retention policy and schedule. Details of which can be found on in the council's asset register on our website:

<http://www.newark-sherwooddc.gov.uk/yourcouncil/makingarequestforinformation/re-useofpublicsectorinformationregulations/>

In accordance with GDPR you have a right to:

- Have a copy of the personal information that we hold about you. Details of how to obtain this are <http://www.newark-sherwooddc.gov.uk/dataprotection/>
- Complain to the Information Commissioner if you feel that your information is not being handled appropriately <https://ico.org.uk/>

You may also have a right

- to prevent automated processing and profiling
- to erasure (also known as the right to be forgotten)
- to stop processing
- to data portability

For further details about how you information may be used or about your rights under this legislation and any subsequent data protection legislation, please contact the Council's Information Governance Officer on 01636 655216 or via email on freedom@nsdc.info

* interested parties meaning other people that have submitted reps or responsible authorities