



## APPLICATION TO VARY A PREMISES LICENCE

Application to vary a premises licence  
under The Licensing Act 2003

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form.

If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.  
You may wish to keep a copy of the completed form for your records.

I/We.....Sparta Card Gaming Ltd.....

..... *[insert name of applicant(s)]* being the  
premises licence holder, apply to vary a premises licence under section 34 of the Licensing  
Act 2003 for the premises described in Part 1 below

Premises licence number

28381

### Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description

Zombie Games Cafe  
15 Cricklewood Broadway, Brent

Post Town London

Post Code NW2 3JX

Telephone number at premises (if any)

[REDACTED]

Non-domestic rateable value of premises

£ £15,750

Part 2 - Applicant details			
Daytime contact telephone number		[REDACTED]	
E-mail address (optional)		[REDACTED]	
Current postal address if different from premises address		[REDACTED]	
Post Town	[REDACTED]	Post Code	[REDACTED]

Part 3 - Variation

Please tick  Yes

Do you want the proposed variation to have effect as soon as possible?

If not do you want the variation to take effect from

Day	Month	Year
[ ]	[ ]	[ ]

Do you want the proposed variation to have effect in relation to the introduction of the late night levy? (Please see guidance note 1)  
 Yes  No

Please describe briefly the nature of the proposed variation (Please see guidance note 2)  
This application is to update the premises plan, so that the back room can be included as part of the premises licence. ( I have included updated floor plans with my application). I would also like to extend my hours, include the off sales provision (mainly for the purposes of food delivery), Including in our licence, Plays, performances of dance.and remove/add the following conditions:  
To replace Annex 2, Condition 9 from "Regular documented staff training on licensing legislation and operating procedures shall be given. The training shall be signed and dated and a copy of these training records available for inspection by Police and local authority enforcement officers" to "The DPS shall produce a written list of all staff members who are authorised to sell alcohol on behalf of the DPS. This list shall have the staff members name, the signature of the staff member and the authorisation date."  
To remove Annex 2, Condition 14 "No noise or vibration shall be detectable at any neighbouring noise sensitive premises". This basis for this is that inaudibility conditions have been quashed due to lack of precision. As per Developing Retail Ltd v East Hampshire Magistrates' Court [2011] EWHC 618 (Admin)].  
To remove Annex 2, Condition 22 & Condition 23 - "Toilets shall be checked every 2 hour(s) for the use of drugs and other illegal activities." & "A toilet check list shall be displayed on the wall in all toilets. Staff shall use these checklists to record their name and certify the time of the check. Checklists are to be replaced daily and old checklists must be retained and made available for inspection by the Police and authorised officers from Brent Council."  
To remove Annex 2, Condition 25 "Notices explaining the licensee's policy on admission and searching shall be placed at each entrance."  
To remove Annex 2, Condition 30 "A capacity specific risk assessment shall be conducted by a competent risk assessor. This assessment will include holding capacity, exit capacity and the calculations to demonstrate howthat was reached, the lower of the two numbers shall be the final capacity. The guidance used to reach this capacity must be quoted. This risk assessment shall be appraised annually or at the time of any building or layout structural works. The Capacity Assessment must be made available to an authorised officer upon request."  
To remove Annex 2 Condition 18 "The designated smoking area (DSA) shall be located at the front of the premises facing Cricklewood Broadway. When the premises licence is in operation the DSA shall be limited to no more than 5 (five) people at any one time. This shall be supervised at all times"" **Alternatively To amend Annex 2 Condition 18 and increase the maximum number of persons smoking from 5 to 15**

If your proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend

[REDACTED]
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## Part 4 – Operating Schedule

Please complete those parts of the Operating Schedule below which would be subject to change if this application to vary is successful.

Please tick  Yes

### Provision of regulated entertainment (please see guidance note 3)

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

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### Provision of late night refreshment (if ticking yes, fill in box I)



### Sale by retail of alcohol (if ticking yes, fill in box J)



In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 8)			Will the performance of a play take place indoors or outdoors or both – please tick <input type="checkbox"/> (please read guidance note 4). (please read guidance note 5)	Indoors	✓
Day	Start	Finish		Outdoors	
Mon	12:00	23:30	Please give further details here _____	Both	
Tue	12:00	23:30			
Wed	12:00	23:30	State any seasonal variations for performing plays ( please read guidance note 6)		
Thur	12:00	23:30			
Fri	12:00	04:00	Non standard timings. Where you intend to use the premises for the _____ performance of plays at different times to those listed in the column on the left, please list (please read guidance note 7) _____		
Sat	12:00	04:00			
Sun	12:00	23:30			

B

Films Standard days and timings (please read guidance note 8)			Will the exhibition of films take place indoors or outdoors or both – please tick <input type="checkbox"/> (please read guidance note 4).	Indoors	
Day	Start	Finish		Outdoors	
Mon	12:00	23:30	Please give further details here (please read guidance note 5) _____	Both	✓
Tue	12:00	23:30			
Wed	12:00	23:30	State any seasonal variations for the exhibition of films ( please read guidance note 6)		
Thur	12:00	23:30			
Fri	12:00	04:00	Non standard timings. Where you intend to use the premises for the exhibition _____ of films at different times to those listed in the column on the left, please list _____ (please read guidance note 7) _____		
Sat	12:00	04:00			
Sun	12:00	23:30			

C

Indoor sporting events Standard days and timings (please read guidance note 8)			Please give further details (please read guidance note 5)
Day	Start	Finish	
Mon			State any seasonal variations for indoor sporting events (please read guidance note 6)
Tue			
Wed			
Thur			Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list (please read guidance note 7)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 8)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick <input type="checkbox"/> (please read guidance note 4).	Indoors	
Day	Start	Finish		Outdoors	
			Both		
Mon			Please give further details here (please read guidance note 5)		
Tue					
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 6)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 7)		
Sat					
Sun					

E

Live Music Standard days and timings (please read guidance note 8)			Will the performance of live music take place indoors or outdoors or both – please tick <input type="checkbox"/> (please read guidance note 4)	Indoors	✓
Day	Start	Finish		Outdoors	
Mon	12:00	23:30	Please give further details here (please read guidance note 5) Amplified Music	Both	
Tue	12:00	23:30			
Wed	12:00	23:30	State any seasonal variations for the performance of live music (please read guidance note 6)		
Thur	12:00	23:30			
Fri	12:00	04:00	Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 7) New Years Eve to New Years Day till 05:00		
Sat	12:00	04:00			
Sun	12:00	23:30			

F

Recorded music Standard days and timings (please read guidance note 8)			Will the playing of recorded music take place indoors or outdoors or both – please tick <input type="checkbox"/> (please read guidance note 4)	Indoors	✓
Day	Start	Finish		Outdoors	
Mon	12:00	23:30	Please give further details here (please read guidance note 5) Amplified Music	Both	
Tue	12:00	23:30			
Wed	12:00	23:30	State any seasonal variations for playing recorded music (please read guidance note 6)		
Thur	12:00	23:30			
Fri	12:00	04:00	Non standard timings. Where you intend to use the premises for the playing of recorded music entertainment at different times to those listed in the column on the left, please list (please read guidance note 7) New Years Eve to New Years Day till 05:00		
Sat	12:00	04:00			
Sun	12:00	23:30			

G

Performances of dance Standard days and timings (please read guidance note 8)			Will the performance of dance take place indoors or outdoors or both – please tick <input type="checkbox"/> (please read guidance note 4).	Indoors	✓
				Outdoors	
				Both	
Day	Start	Finish	Please give further details here (please read guidance note 5)		
Mon	12:00	23:30			
Tue	12:00	23:30	State any seasonal variations for the performance of dance (please read guidance note 6)		
Wed	12:00	23:30			
Thur	12:00	23:30	Non standard timings. Where you intend to use the premises for the performance of dance entertainment at different times to those listed in the column on the left, please list (please read guidance note 7)		
Fri	12:00	04:00			
Sat	12:00	04:00			
Sun	12:00	23:30	New Years Eve to New Years Day till 05:00		

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 8)			Please give a description of the type of entertainment you will be providing		
			Will this entertainment take place indoors or outdoors or both – please tick <input type="checkbox"/> (please read guidance note 4).		
			Indoors		
			Outdoors		
			Both		
Day	Start	Finish	Please give further details here (please read guidance note 5)		
Mon					
Tue			State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g) (please read guidance note 6)		
Wed					
Thur			Non standard timings. Where you intend to use the premises for the entertainment of similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list (please read guidance note 7)		
Fri					
Sat					
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 8)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick <input type="checkbox"/>	Indoors		
Day	Start	Finish		Outdoors		
Mon	12:00	23:30	<input type="checkbox"/>	Both	✓	
Tue	12:00	23:30		Please give further details here (please read guidance note 5)		
Wed	12:00	23:30	<input type="checkbox"/>	State any seasonal variations for the provision of late night refreshment (please read guidance note 6)		
Thur	12:00	23:30		Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list (please read guidance note 7)		
Fri	12:00	04:00	<input type="checkbox"/>	New Years Eve to New Years Day till 05:00		
Sat	12:00	04:00				
Sun	12:00	23:30				

J

Supply of alcohol Standard days and timings (please read guidance note 8)			Will the supply of alcohol be for consumption (Please tick box <input type="checkbox"/> (please read guidance note 9)	On the premises		
Day	Start	Finish		Off the premises		
Mon	12:00	23:30	<input type="checkbox"/>	Both	✓	
Tue	12:00	23:30		State any seasonal variations for the supply of alcohol (please read guidance note 6)		
Wed	12:00	23:30	<input type="checkbox"/>	Non-standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 7)		
Thur	12:00	23:30		New Years Eve to New Years Day till 05:00		
Fri	12:00	04:00	<input type="checkbox"/>			
Sat	12:00	04:00				
Sun	12:00	23:30				

IN ALL CASES PLEASE COMPLETE K, L, &amp; M BELOW

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 10)

We may screen with no access to children films for restricted age groups

L

Hours premises are open to the public Standard days and timings (please read guidance note 8)			<u>State any seasonal variation ( please read guidance note 6)</u>
Day	Start	Finish	<u>Non-standard timings. Where you intend the premises to be open to the public at different times to those listed in the column on the left, please list (please read guidance note 7)</u>  New Years Eve to New Years Day till 05:30
Mon	12:00	00:00	
Tue	12:00	00:00	
Wed	12:00	00:00	
Thur	12:00	00:00	
Fri	12:00	04:30	
Sat	12:00	04:30	
Sun	12:00	00:00	

Please identify those conditions currently imposed on the licence which you believe could be removed as a consequence of the proposed variation you are seeking

To replace Annex 2, Condition 9 from "Regular documented staff training on licensing legislation and operating procedures shall be given. The training shall be signed and dated and a copy of these training records available for inspection by Police and local authority enforcement officers" to "The DPS shall produce a written list of all staff members who are authorised to sell alcohol on behalf of the DPS. This list shall have the staff members name, the signature of the staff member and the authorisation date."

To remove Annex 2, Condition 14 "No noise or vibration shall be detectable at any neighbouring noise sensitive premises". This basis for this is that inaudibility conditions have been quashed due to lack of precision. As per Developing Retail Ltd v East Hampshire Magistrates' Court [2011] EWHC 618 (Admin)].

To remove Annex 2, Condition 22 & Condition 23 - "Toilets shall be checked every 2 hour(s) for the use of drugs and other illegal activities." & "A toilet check list shall be displayed on the wall in all toilets. Staff shall use these checklists to record their name and certify the time of the check. Checklists are to be replaced daily and old checklists must be retained and made available for inspection by the Police and authorised officers from Brent Council."

To remove Annex 2, Condition 25 "Notices explaining the licensee's policy on admission and searching shall be placed at each entrance."

To remove Annex 2, Condition 30 "A capacity specific risk assessment shall be conducted by a competent risk assessor. This assessment will include holding capacity, exit capacity and the calculations to demonstrate how that was reached, the lower of the two numbers shall be the final capacity. The guidance used to reach this capacity must be quoted. This risk assessment shall be appraised annually or at the time of any building or layout structural works. The Capacity Assessment must be made available to an authorised officer upon request."

"To remove Annex 2 Condition 18 "The designated smoking area (DSA) shall be located at the front of the premises facing Cricklewood Broadway.

When the premises licence is in operation the DSA shall be limited to no more than 5 (five) people at any one time. This shall be supervised at all times"

**" Alternatively To amend Annex 2 Condition 18 and increase the maximum number of persons smoking from 5 to 15**

Please tick  Yes

I have enclosed the premises licence

I have enclosed the relevant part of the premises licence

If you have not ticked one of these boxes please fill in reasons for not including the licence, or part of it, below

Reasons why I have failed to enclose the premises licence or relevant part of premises licence

M Describe any additional steps that you intend to take to promote the four licensing objectives as a result of the proposed variation:

a) General – all four licensing objectives (b, c, d, e) (please read guidance note 11)

As already included in our original Licence

b) The prevention of crime and disorder

As already included in our original Licence

In regards to our off premises sales part of our application and the Cumulative Impact Zone While you we seeking to add “off sales” as part of our premises licence, it’s neither a newsagent, corner shop, minimarket etc...in which persons would buy a can of beer and drink it on the street away from the premises.

c) Public safety

As already included in our original Licence

d) The prevention of public nuisance

As previously agreed with Mrs Diane Lewis from Nuisance Control

“Any live or recorded music undertaken in the basement shall not exceed 95 - 100db.”

“Any live or recorded music undertaken on the ground floor front main bar (underneath flats) shall not exceed 75 - 80db.”

“A decibel level reading device shall be fixed onto the wall and shall be monitored by staff to ensure that it does not exceed the agreed levels for both the basement and the ground floor.”

“Ex-Office Area New Back room Area live or recorded music noise db Levels to be decided if arising noise complaints deem it necessary

“The premises shall install and operate a custom amplifier that allows the licence holder to override the music controls and reduce the bass if necessary”.

“Staff will be trained and monitor outside area to make sure customers are respecting the neighbourhood”

“Customers will be verbally informed to keep noise outside the premises to a minimum and respect the neighbourhood”

“Additional signs for customers to stay / leave quietly and respect the neighbourhood outside the premises will be put into place”

e) The protection of children from harm

As already included in our original Licence

Please tick  Yes

- I have made or enclosed payment of the fee
- I have not made or enclosed payment of the fee because this application has been made in relation to the introduction of the late night levy
- I have sent copies of this application and the plan to responsible authorities and others where applicable
- I understand that I must now advertise my application
- I have enclosed the premises licence or relevant part of it or explanation
- I understand that if I do not comply with the above requirements my application will be rejected

IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

Part 5 – Signatures (please read guidance note 12)

Signature of applicant (the current premises licence holder) or applicant’s solicitor or other duly authorised agent. (Please read guidance note 13). If signing on behalf of the applicant please state in what capacity.

Signature .....  .....

Date ..... 28/01/2025 .....




Capacity ..... Director /  .....

Where the premises licence is jointly held signature of 2<sup>nd</sup> applicant (the current premises licence holder) or 2<sup>nd</sup> applicant’s solicitor or other authorised agent. (Please read guidance note 14). If signing on behalf of the applicant please state in what capacity.

Signature .....

Date .....

Capacity .....

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 15)	
	
Post town	London
Post code	
Telephone number	

## NOTES FOR GUIDANCE

This application cannot be used to vary the licence so as to extend the period for which the licence has effect or to vary substantially the premises to which it relates. If you wish to make that type of change to the premises licence you should make a new premises licence application under section 17 of the Licensing Act 2003.

1. You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable for the late night levy
2. Describe the premises. For example, the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place of consumption of these off-supplies of alcohol, you must include a description of where the place will be and its proximity to the premises.
3. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
    - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.

- o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
    - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
    - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
    - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
4. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  5. For example state type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  6. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  7. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  8. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  9. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
  10. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
  11. Please list here steps you will take to promote all four licensing objectives together.
  12. The application form must be signed.
  13. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
  14. Where there is more than one applicant, each of the applicants or their respective agents must sign the application form.
  15. This is the address which we shall use to correspond with you about this application.

*Data Protection: The London Borough of Brent will use this information for the purposes of The Licensing Act 2003 and related purposes. Any member of the public may examine the application form on request. Further information can be found at [www.brent.gov.uk/privacy](http://www.brent.gov.uk/privacy)*

*You are providing your information to Brent Council, contact details [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk). The Council's Data Protection Officer can be contacted via [dpo@brent.gov.uk](mailto:dpo@brent.gov.uk), or 020 8937 1402.*

*Your information is collected for the purpose of processing your licence application as required to fulfil the council's duties under the following legislation, statutory or contractual requirement or obligation.*

Legislation  
Licensing Act 2003

Context  
For the processing of licensing applications and the prevention of fraud

*The information may be shared with the Metropolitan Police, London Fire Brigade and teams within Brent Council, as statutory consultees, the Home Office to ascertain the right to work and HM Revenue and Customs, at their request, to identify potential fraud. The information shall be retained until the licence is surrendered and shall be processed in adherence to your legal rights, including but not limited to the right to withdraw consent, right to copies of your information and right to be forgotten. You have a right to lodge a complaint with the Information Commissioner's Office ([www.ico.org.uk](http://www.ico.org.uk))*

Please return the completed form and accompanying documents to:-

Licensing Department  
Brent Council  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

020 8937 5359

Email: [business.licence@brent.gov.uk](mailto:business.licence@brent.gov.uk)

Cheques should be crossed and made payable to: London Borough of Brent.

Follow the instructions in the checklist, to submit the relevant copies to the Chief Office of Police and/or the Responsible Authorities. Contact details shown below:

Chief Officer of Police  
Brent Licensing Department  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

Tel: 020 8733 3206

North West Area 1  
London Fire Brigade  
169 Union Street  
London  
SE1 0LL

Tel: 020 8555 1200 x38778

Trading Standards  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

Tel: 020 8937 5555

Environmental Health  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

Tel: 020 8937 5252

Children's Services  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

Licensing Authority  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

Tel: 020 8937 5359

Planning Department  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ

Tel: 020 8937 5210

Public Safety Team  
Fifth Floor  
Brent Civic Centre  
Engineers Way  
Wembley  
HA9 0FJ  
Tel: 020 8937 5359

DAAT  
Public Health Directorate  
Wembley Centre for Health  
and Care  
116 Chaplin Road  
Wembley  
HA0 4UZ

Home Office Immigration Enforcement  
Alcohol Licensing Team  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY  
[alcohol@homeoffice.gsi.gov.uk](mailto:alcohol@homeoffice.gsi.gov.uk)

<u>Official Use Only.</u>	Existing Premises Licence (or explanation) <input type="checkbox"/>	Plan x 2 (if applicable) <input type="checkbox"/>
	Advertising <input type="checkbox"/>	Fee <input type="checkbox"/>