Peterborough
Temporary Event Notice
Licensing Act 2003

For help contact
licensing@peterborough.gov.uk
Telephone: 01733453491

* required information

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You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference: Not Currently In Use
This is the unique reference for this application generated by the system.

Your reference: AG/7026104
You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

- (•) Yes
- ( ) No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name [redacted]
* Family name
* E-mail
Main telephone number
Other telephone number

Include country code.

- [ ] Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

- ( ) Applying as a business or organisation, including as a sole trader
- (•) Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

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Address

* Building number or name
* Street
District
* City or town
County or administrative area
* Postcode
* Country

[redacted]

Agent Details

* First name
* Family name
* E-mail
Main telephone number
Other telephone number

Include country code.

☐ Indicate here if you would prefer not to be contacted by telephone

Are you:

◉ An agent that is a business or organisation, including a sole trader

○ A private individual acting as an agent

A sole trader is a business owned by one person without any special legal structure.

Agent Business

Is your business registered in the UK with Companies House? ◉ Yes ○ No

Note: completing the Applicant Business section is optional in this form.

Registration number: 09429990

Business name: The Craft Union Pub Company Ltd

If your business is registered, use its registered name.

VAT number: GB 670313167

Put "none" if you are not registered for VAT.

Legal status: Private Limited Company

Your position in the business: Licensing Coordinator

Home country: United Kingdom

The country where the headquarters of your business is located.

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Agent Registered Address

Address registered with Companies House.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

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APPLICATION DETAILS (See also guidance on completing the form, general notes and note 1)

Have you had any previous or maiden names?

○ Yes ◉ No

* Your date of birth

Applicant must be 18 years of age or older

National Insurance number

This box need not be completed if you are an individual not liable to pay UK national insurance.

Place of birth

Correspondence Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

○ Yes ◉ No

Building number or name

Street

District

City or town

County or administrative are

Postcode

Country

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Additional Contact Details

Are the contact details the same as (or similar to) those given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

(•) Yes ( ) No

E-mail [redacted]

Telephone number

Other telephone number

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THE PREMISES

I, the proposed user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry out a temporary activity at the premises described below.

Give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references). (See also guidance on completing the form, note 2)

* Does the premises have an address?

(•) Yes ( ) No

Address

Is the address the same as (or similar to) the address given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

(•) Yes ( ) No

* Building number or name: LIME TREE

* Street: Paston Lane

District:

* City or town: Peterborough

County or administrative area:

* Postcode: PE4 6HA

* Country: United Kingdom

* Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises)?

( ) Neither (•) Premises licence ( ) Club premises certificate

* Premises licence number: 126430

Location Details

* Provide further details about the location of the event

Within the usual demise of the premise.

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If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, give a description and details below (see also guidance on completing the form, note 3)

Describe the nature of the premises below (see also guidance on completing the form, note 4)

Public House.

Describe the nature of the event below (see also guidance on completing the form, note 5)

Extension to regular trading for the bank holiday to include Regulated Entertainment, Sale of Alcohol by Retail and Late-Night Refreshment. All conditions as per the premises licence will be complied with.

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LICENSABLE ACTIVITIES

State the licensable activities that you intend to carry on at the premises (see also guidance on completing the form, note 6):

- ☒ The sale by retail of alcohol
- ☐ The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club
- ☒ The provision of regulated entertainment
- ☒ The provision of late night refreshment
- ☐ The giving of a late temporary event notice

(See also guidance on completing the form, note 7).

Late notices can be given no later than 5 working days but no earlier than 9 working days before the event.
(See also guidance on completing the form, note 8).

Event Dates

There must be a period of at least 10 working days between the date you submit this form and the date of the earliest event when you will be using these premises for licensable activities.

State the dates on which you intend to use these premises for licensable activities

(see also guidance on completing the form, note 9)

Event start date 06 / 04 / 2026 (dd / mm / yyyy)

Event end date 06 / 04 / 2026 (dd / mm / yyyy)

The maximum period for using premises for licensable activities under the authority of a temporary event notice is 168 hours or seven days.

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State the times during the event period that you propose to carry on licensable activities (give times in 24 hour clock) (see also guidance on completing the form, note 10)

00:00-01:00

State the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers (see also guidance on completing the form, note 11)

499

Note that the maximum number of people cannot exceed 499.

If the licensable activities will include the supply of alcohol, state whether the supplies will be for consumption on or off the premises, or both (see also guidance on completing the form, note 12):

- ○ On the premises only
- ○ Off the premises only
- ◉ Both

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RELEVANT ENTERTAINMENT **(See also guidance on completing the form, note 13)**

State if the licensable activities will include the provision of relevant entertainment. If so, state the times during the event period that you propose to provide relevant entertainment

N/A

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PERSONAL LICENCE HOLDERS **(See also guidance on completing the form, note 14)**

Do you currently hold a valid personal licence? ◉ Yes ○ No

Provide the details of your personal licence below.

Issuing licensing authority: Peterborough City Council

Licence number: [redacted]

Date of issue

Any further relevant details

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PREVIOUS TEMPORARY EVENT NOTICES (See also guidance on completing the form, note 15)

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?	○ Yes	◉ No
Have you already given a temporary event notice for the same premises in which the event period: a) Ends 24 hours or less before; or b) Begins 24 hours or less after the event period proposed in this notice?	○ Yes	◉ No

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ASSOCIATES AND BUSINESS COLLEAGUES (See also guidance on completing the form, note 16)

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	○ Yes	◉ No
Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) Ends 24 hours or less before; or b) Begins 24 hours or less after the event period proposed in this notice?	○ Yes	◉ No
Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?	○ Yes	◉ No

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Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period:

a) Ends 24 hours or less before; or

b) Begins 24 hours or less after the event period proposed in this notice?

○ Yes ◉ No

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CONDITION [(See also guidance on completing the form, note 18)]

It is a condition of this temporary event notice that where the relevant licensable activities described in Sections 4 and 5 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

This formality requires a fixed fee of £21

DECLARATION [(See also guidance on completing the form, note 19)]

1

* I have attached a COVID-19 Secure Risk Assessment or a COVID-19 Safe Systems of Work. (Information relating to these can be found in the councils website)

1

* The information contained in this form is correct to the best of my knowledge and belief. I understand that it is an offence:

1

* (i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and

* (ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both

☒ Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

* Capacity

[redacted]

* Date 23 / 01 / 2026

dd mm yyyy

Add another signatory

Once you're finished you need to do the following:
1. Save this form to your computer by clicking file/save as...
2. Go back to https://www.gov.uk/apply-for-a-licence/temporary-event-notice/peterborough/apply-1 to upload this file and continue with your application.
Don't forget to make sure you have all your supporting documentation to hand.

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Applicant reference number	AG/7026104
Fee paid	
Payment provider reference	
ELMS Payment Reference	
Payment status	
Payment authorisation code	
Payment authorisation date	
Date and time submitted	
Approval deadline	
Error message	
Is Digitally signed	☐

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