

**Unit 4, Euston Tower, London, NW1 3DP**

**Premises Licence Application Summary**

**Proposed Licensable Activities and Operating Hours:**

	<b>Sale of Alcohol for Consumption off the Premises</b>	<b>Opening Times</b>
<b>Sunday</b>	07:00 – 23:00	07:00 – 23:00
<b>Monday – Saturday</b>	07:00 – 23:00	07:00 – 23:00

*NB. no alcohol for consumption on the premises, no late night refreshment, no regulated entertainment and no non-standard timings*

**Proposed Conditions:**

1. Signage shall be displayed at the premises:
  - (i) advising customers of the proof of age policy in force at the premises;
  - (ii) advising customers that CCTV is in use at the premises; and
  - (iii) asking customers to leave quietly and respect the neighbours.
2. A refusals book (electronic or hard copy) shall be kept at the premises to record details of all refusals to sell alcohol. This book shall contain the date and time of the incident, the name of the staff member who refused the sale, and the reason the sale was refused. The book shall be made available to police and authorised Council officers on request.
3. All staff responsible for selling alcohol shall be trained in their responsibilities under the Licensing Act 2003. Written records of this training shall be retained and made available to police and authorised Council officers on request.
4. Alcohol shall only be displayed in the area hatched red on the plan.. All display units for alcohol will be located in a lockable area.
5. The premises shall operate a Challenge 25 policy.
6. Notices shall be displayed in prominent positions on the premises near to where alcohol is kept and sold advising customers that the whole of the London Borough of Camden is a controlled drinking zone.
7. Where the supply of alcohol includes delivery to the customer:

(i) the licence holder shall ensure that specific procedures are in place and that the activity does not cause nuisance at or near the premises; and

(ii) Deliveries from the premises shall only take place between 07:00 and 23:00 Monday to Sunday.

8. A CCTV system will be installed at the premises and maintained in good working order and be continually recording at all times the premises are in use for licensable activities. The CCTV system must be capable of capturing a clear facial image of every person who enters the premises and cover all areas within the premises the public has access to. All recordings shall be stored for a minimum period of 30 days with date and time stamping. Recordings shall be made available to the Police or Local Authority within 48 hours upon request throughout the entire 30-day period subject to data protection legislation.
9. At all times when the premises are open for the purposes of licensable activities, a suitably trained member of staff shall be present to assist the Police or an authorised officer in obtaining the CCTV footage.
10. At all times that alcohol is being sold from the premises there be either a Personal Licence Holder or a senior trained member of the management staff on duty and capable of being identified by other staff members.