



**LICENSING ACT 2003 – NOTICE TO SURRENDER PREMISES LICENCE**

I .....

(Licence Holder)

Wish to surrender the Premises Licence granted to me in respect of the following premises:-

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

(Name and Address of Premises)

Premises Licence Number.....

Please find attached the original Premises Licence / I am unable to return the Premises Licence for the following reason (delete as appropriate)

.....  
.....

I am aware that whilst I wish to surrender the Premises Licence with immediate effect I am still liable to pay any outstanding annual fees which have accrued prior to me surrendering the licence.

Reason for Surrender

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

Print Name: .....

Signature: .....

Capacity: .....

(if Company – Director/Company Secretary/Solicitor for the Licence Holder)

Dated: .....

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Please return to:  
Licensing Department, Corporate Mailroom PO Box 634, Barnsley S70 9GG or email  
licensing@barnsley.gov.uk