



Mansfield
District Council

LICENSING ACT 2003

Section 41(1) – Notice by an individual to the Licensing Authority to cease being the Designated Premises Supervisor in respect of a Premises Licence

To: ¹ _____

I, ² _____, hereby give notice in accordance with the provisions of section 41(1) of the Licensing Act 2003 that I wish to cease to be the Designated Premises Supervisor in respect of the Premises Licence for ³ _____.

- I enclose herewith the premises licence or a statement of the reasons for failure to do so _____.
(to be completed if you are also the premises licence holder)

- I will send a copy of this notice within 48 hours to the Premises Licence holder directing him/her that he/she must, within 14 days of receiving such notice, send to the relevant licensing authority the Premises Licence or appropriate part of it ⁴ _____.
(to be completed where the Designated Premises Supervisor is not also the Premises Licence holder)

Signed

Date.....

1. insert name and address of Licensing Authority for the Premises Licence
2. insert name and address of individual giving notice
3. insert name and address of the premises
4. see overleaf for a form of notice to the Premises Licence holder



Mansfield
District Council

LICENSING ACT 2003

Section 41(4) – Notice to the premises licence holder by an individual who wishes to cease being the Designated Premises Supervisor in respect of a Premises Licence

To: ¹ _____

I, ² _____, hereby give notice in accordance with the provisions of section 41(4) of the Licensing Act 2003 that I have served notice on ³ _____ to the effect that I wish to cease to be the Designated Premises Supervisor in respect of the Premises Licence for ⁴ _____.

A copy of that Notice is attached.

In accordance with section 41(5) of the Act you are directed, within 14 days of receiving this notice to send the Premises Licence or appropriate part of it to the licensing authority or, if that is not practicable, a statement of the reasons why you have not done so.

If you fail to comply with the provisions of this direction you would be guilty of an offence and liable on summary conviction to a fine not exceeding level 3 on the standard scale of fines.

Signed

Date.....

1. insert name and address of Premises Licence holder
2. insert name and address of individual giving notice
3. insert name of licensing authority
4. insert name and address of the premises

Privacy Notice

We will use the information provided by you for assessing your application. The basis under which the Council uses personal data for this purpose is a Legal Obligation. **The information provided by you includes the following special categories of personal data:**

- **genetic/biometric data**

Information in these categories is used by the Council on the basis that such use is necessary for reasons of substantial public interest, and in accordance with the provisions of the Data Protection Act 2018.

The information that you have provided will be kept in accordance with the Council's retention schedule which can be found at <https://www.mansfield.gov.uk/privacy>

The information provided by you may also be used for the purpose of any other function carried out by the Council. Information about these functions and the legal basis on which information is used by them, your rights and the Council's Data Protection Officer (DPO) can be found on the Council's detailed privacy notice which can be found at <https://www.mansfield.gov.uk/privacy> or requesting a copy by writing to:

The Data Protection Officer
Mansfield District Council
Chesterfield Road South,
Mansfield,
Nottinghamshire
NG19 7BH.