

Temporary Event Notice checklist

Please note your application will not be complete until the check list is fully completed (validated)

- a completed application form PDF or eform
- the relevant of £21 payable by cheque or by telephone once application has been received, or online by submitting the eform.
- it must be submitted at least 10 working days before the event, not including the day of submission and the day of the event. Or in the case of a late Temporary Event Notice 5 working days prior to the event not including the day of submission. Failure to do so will result in the temporary event notice being refused

Police and the Pollution team have 3 days to object to the notice under the four licensing objectives, if no objection is received the Council will issue an acknowledgement letter for the event. This letter will be sent either by email or post to you.

If the notice is not acceptable the applicant will be contacted to address the issue(s) if no agreement can be reached the notice must go to a hearing before the Licensing committee. If it is then decided the event cannot proceed, appeal can be made to the magistrates court.

If there are objections to a late Temporary Event Notice the applicant will be issued a counter notice The Licensing Act 2003 does not make provision for you to appeal against this counter notice.

Tacit consent does not apply in Central Bedfordshire. It is in the public interest that the authority must process your application and consult with relevant authorities (where applicable) before it can be granted. This means that you do not have the legal right (known as 'tacit consent') to assume that your licence is granted just because you have not heard from us.

If you have not heard from us within five days of submission, please contact us.

For further details please see our webpage.