

FESTIVE PERIOD EXTENDED HOURS POLICY 2018/19

Applications to extend permitted hours to the following terminal hours over the Festive Period 2018/19 will generally be granted unless, in any particular case, the Board consider that there are material reasons to refuse the application:

Description of Premises:	Terminal Hour:	Period which may be applied for:
Late night opening premises (as defined in section 2.1 of the Board's Policy Statement 2013-18)	0400 hrs	From Friday 14 December 2018 (allowing extensions to licensed hours commencing Thursday 13 December into Friday 14 December); To Thursday 3 January 2019 (allowing extensions to licensed hours commencing on Wednesday 2 January into Thursday 3 January only).
Other on-sales premises	0200 hrs	

- Premises which have, within the 'Seasonal Variations' section of their operating plan, a statement to the effect that they will open for such extended hours as the Board has agreed for the festive period (above) will **not require to lodge applications for festive period terminal hours but should give notice as detailed below.**
- Premises licences which include such statements in their operating plan are requested, however, to submit to the Board and to Police Scotland, prior to 1 December 2018, notice of the dates within the festive period on which it is intended that the premises open until the festive period terminal hour for that category of premises. Please note that for certain premises, this notice requirement is a condition of the premises licence and accordingly must be adhered to.
- **All other premises must lodge extended hours applications if they wish to open for the festive period hours.** A large number of applications are likely to be received, all of which require to be referred to Police Scotland and the Licensing Standards Officer, who have up to 10 days to respond before they can be determined. Therefore you are advised to lodge your completed application(s) by **no later than Friday 23 November 2018.** Applications received after this date may not be processed in time.
- The application fee for an Extended Hours application for the festive period is £10.00.
- **Applications should, wherever possible, be completed on-line via the Highland Council Website - www.highland.gov.uk/liquorlicence.**