

**LONDON BOROUGH OF MERTON
ENVIRONMENT AND REGENERATION DEPARTMENT
LICENSING SECTION**

**LONDON LOCAL AUTHORITIES ACT 1991
APPLICATION FOR THE GRANT OF A SPECIAL
TREATMENT LICENCE**

In accordance with the requirements of Part II of the above Act application is hereby made for a special treatment licence in respect of the following premises.

Trading name:

Trading address:

.....

Postcode **Premises telephone number**

Address for correspondence:.....

If you applying as a company please complete box 1,
or if you are applying as an individual (or partnership) please complete box 2.

1. Application as a limited company			
Company name:			
Registered address:			
Details of directors			
Forenames	Surname	Private address	Date of birth

2. Application as individual(s) or partnership

Forenames	Surname	Private address	Date of birth

Have you been convicted in any legal proceedings or been refused or revoked a licence to carry on any establishment for massage or special treatment? **Yes / No**

If "Yes" please give details:

.....

Are you the owner of the Premises for which the application for a licence is being made?

Yes / No

If " No" please give the name and address of the current owner of the premises:

.....

.....

Details of other business occupying the same premises:

.....

You must have the appropriate planning use/permission for the premises.
Does Planning Consent exist for use of the premises for Massage and Special Treatments?

Yes / No

Number of staff employed to provide treatments:

Maximum number of clients that can receive treatment at any one time:

If both sexes are to receive treatment, describe methods of segregation:

.....

.....

Proposed days and times of opening:

Days

Time

Please indicate treatments which will be provided.

Acupuncture		High frequency		Pedicure	
Aromatherapy		Hot Stone Therapy		Reflexology	
Chiropody		Infra Red		Sauna & Steam	
Ear piercing		IPL		Spa & bath	
Electrolysis		Laser hair removal		Sports massage	
Facial		Manicure		Tattooing	
False nails		Massage		UV tanning	
Faradic		Micro Pigmentation		Other	
Galvanic		Non surgical lifts			

Please provide details of any other treatment.....

.....

Council Policy and the Disability Discrimination Act require that the premises are freely available for use by Disabled Persons. What arrangements are proposed or in place to allow ease of access to the premises for disabled persons?

.....
.....

You must supply a plan which must show the perimeter and internal layout of the premises and must include sinks, windows, WC's. The plan must be to scale.

I/we enclose a cheque/postal order made payable to London Borough of Merton. If you wish to pay by card, you can ring 020 8545 3969/3025 Receipt number

I/we declare that a copy of this application has been made to the Police and Fire Brigade. Addresses are overleaf.

I/we declare that the particulars given in this application are true to the best of my/our knowledge and understanding. All applicants must sign.

Signed

Print full name(s).....

Capacity.....

Date

Completed applications should be returned to the **Licensing Section, 1st floor wing, Civic Centre, London Road, Morden SM4 5DX**

Personal Information Policy

The Council will use your details, the information about your dealings with the Council and the information about you available to the Council ("your information") to:

- ♦ deal with your requests and administer its departmental functions in the processing of your application;
- ♦ meet its statutory obligations;
- ♦ prevent and detect fraud;
- ♦ conduct surveys and research.

The Council may share your information (but only the minimum amount of information necessary to do the above and only where it is lawful to do so) with other Departments within the Council (including the elected members), central government Departments, law enforcement agencies, statutory and judicial bodies, community services providers and contractors that process data on its behalf.

Police: The Chief Officer of Police,

Russ Stevens 852VW, Licensing Office, Wimbledon Police Station, 15 Queens Road, SW19 8NN

Fire Brigade: London Fire & Emergency Planning Authority,

Fire Safety Regulation: South West Area 4, London Fire Brigade, 169 Union Street, London, SE1 0LL