

DESIGNATED PREMISES SUPERVISOR (DPS) LETTER OF AUTHORISATION - Licensing Act 2003

To whom it may concern:

I, _____ (Please use capitals) being
the Designated Premises Supervisor (DPS), and the holder of a Personal Licence am the
person in a position of authority on the premises known as:

Premises Name & Address:

--	--

Premises Licence Number:

--

Hereby authorise the following named personnel to sell and supply alcohol, to comply with the licensing law and the licence conditions attached to the licence. This being either when I am present on the premises or in my absence when I am away from the premises.

I can always be contactable on the following telephone number(s):

--

NAMES OF AUTHORISED PERSON(S):

I, being a person named below am aware of and accept my responsibilities under the Licensing Act 2003 and will endeavour to comply in accordance with the licensing law and the licence conditions attached to the licence. I accept the authorisation of the Designated Premises Supervisor to sell alcohol in his or her absence. I confirm that I have received, read and understood a copy of the Premises Licence and I am aware of the social and legal obligations and my responsibilities regarding the sale of alcohol.

Full Name (proposed person):			
Signed:		Date of Signature:	
Personal Licence number if held:		Issuing authority:	

Full Name (DPS):			
Signed (DPS):		Date of Signature:	
Personal Licence number:		Issuing authority:	

Please ensure that this form is kept at the premises and can easily be made available for inspection by Officers of all Relevant Authorities.