

Applications are to be returned to:  
**Licensing Team**  
**Public Protection**  
**Civic Offices**  
**Holton Road**  
**Barry**  
**Vale of Glamorgan**  
**CF63 4RU**  
**Tel: 01446 709105**



**Request of individual to be removed as designated premises supervisor  
under the Licensing Act 2003**

I .....  
(full name of designated premises supervisor)

of

.....  
(home address of designated premises supervisor)

Personal Licence number

.....  
(insert personal licence number)

Personal Licence issuing authority

.....  
(name and address of personal licence issuing authority)

hereby request to be removed as the designated premises supervisor in  
relation to the premises

.....  
(address of licensed premises)

Effective from .....  
(please insert date)

**or with immediate effect** (please tick)

I confirm that I have .....

Given the premises licence holder a copy of this notice, no later than 48 hours from the date of this notice (please tick)

Given the premises licence holder a notice to send the premises licence to the relevant licensing authority for amendment, within 14 days of receiving this notice (please tick)

Signed .....

Name (please print) .....

Date .....