



Jersey

LICENSING (PRESCRIBED RENEWAL FORM) (JERSEY) ORDER 2020

Official Consolidated Version

This is an official version of consolidated legislation compiled and issued under the authority of the Legislation (Jersey) Law 2021.

Showing the law from 29 September 2020 to Current



Jersey

LICENSING (PRESCRIBED RENEWAL FORM) (JERSEY) ORDER 2020

Contents

Article

1	Prescribed form for renewal of a licence	3
2	3
3	Citation and commencement	3

SCHEDULE 1	4
-------------------	----------

RENEWAL FORM – ELECTRONIC APPLICATION	4
---------------------------------------	---

SCHEDULE 2	8
-------------------	----------

RENEWAL FORM – PAPER APPLICATION	8
----------------------------------	---

ENDNOTES	11
-----------------	-----------

Table of Legislation History	11
Table of Endnote References	11



Jersey

LICENSING (PRESCRIBED RENEWAL FORM) (JERSEY) ORDER 2020

THE MINISTER FOR ECONOMIC DEVELOPMENT, TOURISM, SPORT AND CULTURE makes this Order under Articles 10 and 94 of the [Licensing \(Jersey\) Law 1974](#) –

Commencement [[see endnotes](#)]

1 Prescribed form for renewal of a licence

An application for the renewal of a licence under Article 10 of the [Licensing \(Jersey\) Law 1974](#) must –

- (a) be submitted through a website maintained by the States of Jersey in the form set out in Schedule 1 (as enabled on that website); or
- (b) be in the form set out in Schedule 2.

2 ¹

3 Citation and commencement

This Order may be cited as the Licensing (Prescribed Renewal Form) (Jersey) Order 2020 and comes into force 7 days after it is made.

SCHEDULE 1

(Article 1)

RENEWAL FORM – ELECTRONIC APPLICATION

Data protection

Information will be processed in accordance with the Data Protection (Jersey) Law 2018

Complete this form to make a new, provisional or to renew a liquor License.

Once you have completed and submitted the form a copy will be sent to you by email. If you do not receive a copy of the completed form contact the department on the number below.

If you wish to include any additional comments this can be done by using the comments section at the end of the form

If you have any questions or require help completing this form you can call us on [+44 \(0\) 1534 448132](tel:+441534448132) for assistance.

The information you enter on this online form will be used for the purposes of licensing or renewing a license under the applicable legislation.

It may be shared with other Government Departments and other relevant authorities for the purposes of the administration of the Licensing (Jersey) Law 1974.

[✕ Cancel](#)

[Next >](#)

Which categories of licence are you applying for? *

- ☐ 1st Taverner's
- ☐ 2nd Residential
- ☐ 2nd Residential Seasonal
- ☐ 3rd Restaurant
- ☐ 4th Comprehensive
- ☐ 5th Club Licence
- ☐ 6th Off-Licence
- ☐ 7th Entertainment

Has the Bailiff granted a permit for public entertainment on the premises? *

[Yes](#) [No](#)

Is the premises, or part of the premises, registered under the Tourism (Jersey) Law 1948? *

[Yes](#) [No](#)

Will you be licensing an external area of the premises? *

[Yes](#) [No](#)

Date when licence was originally granted *

Name of the premises *

Address of the premises

Enter the postcode and press Search for the address

Or

House name or number

Street

Search for the address 

Is the address: *

Correct**Incorrect****Not listed**

Contact number of premises *

Contact details for the purpose of arranging access for an inspection of the premises

Contact name *

Contact number *

Contact email

< Previous**✕ Cancel****Next >**

Number of persons permitted *

Will you be provided entertainment for residents, non-residents or both? *

☐ Residents ☐ Non residents**< Previous****✕ Cancel****Next >**

State the number of open drinking bars on the premises.

Residents only bars *

Public bars *

Other bars *

< Previous

✕ Cancel

Next >

Who are you applying as? *

Club or society

Individual or proprietor

Limited liability company

< Previous

✕ Cancel

Next >

Name of company *

Date of registration *

JFSC registration number *

Full name of secretary *

Contact email of registered company *

Contact number of registered company *

Additional contact number of registered company

Address of registered office

Enter the postcode and press Search for the address

Or

House name or number

Street

Search for the address

Is the address: *

Correct

Incorrect

Not listed



< Previous

✕ Cancel

Next >

☐ I / We hereby declare that the foregoing particulars are correct and that it may be disclosed with other Government Departments and other relevant authorities for the purposes of the administration of the Licensing (Jersey) Law 1974

Any additional information or comments?

< Previous

✕ Cancel

✓ Submit

SCHEDULE 2

(Article 1)

RENEWAL FORM – PAPER APPLICATION**LICENSING (JERSEY) LAW 1974****Application to Renew a Liquor Licence**

Licensing Ref No. _____

For Office Use Only _____

If you have any questions or require help in the completion of this form, contact 01534 448132 for assistance. Further information regarding the Liquor Licence renewal process can be found of gov.je

1 Category

I / We hereby renew an existing licence/s of the following category/ies for the sale of intoxicating liquor for the premises mentioned in section 2.

Tick as appropriate.

1st Taverner's
☐
4th Comprehensive
☐
2nd Residential
☐
5th Club Licence
☐
2nd Residential Seasonal
☐
6th Off-Licence
☐
3rd Restaurant
☐
7th Entertainment
☐
2 PREMISES INFORMATION

Name of the premises:	
Address of Premises in respect of which the renewal is being made:	
Parish in which the Premises is situated:	
Post Code:	
Telephone Number of Premises	
For the purposes of arranging access for inspection	
Contact Name:	
Contact telephone number:	
Contact email address:	

3 BARS ON THE PREMISESState the number of open drinking bars on the premises

Residents only Bar/s:

Public Bar/s:

Other Bar/s:

4 BAILIFF'S PERMIT FOR PUBLIC ENTERTAINMENT

State whether the Bailiff has granted a permit for public entertainment on the premises: Tick as appropriate.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Number of Persons Permitted:	<input type="text"/>	
Whether entertainment is provided, or is to be provided, for residents or non-residents: Tick as appropriate.	Residents <input type="checkbox"/>	Non Residents <input type="checkbox"/>

5 TOURISM REGISTERED ACCOMMODATION

State whether or not the premises, or part of them, are registered under the Tourism (Jersey) Law 1948. Tick as appropriate	Yes <input type="checkbox"/>	No <input type="checkbox"/>
In which register they are registered: Tick as appropriate	Hotel <input type="checkbox"/> Self-Catering <input type="checkbox"/> Holiday Camp <input type="checkbox"/>	Guest House <input type="checkbox"/> Youth Hostel <input type="checkbox"/> Camp Site <input type="checkbox"/>
Total number of persons that can be accommodated: This can be found of your Tourism Registration Certificate.	<input type="text"/>	

6 EXTERNAL AREAS

State whether an external area is currently licenced: Tick as appropriate.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If Yes – State if the external area is:	Private Land <input type="checkbox"/>	Public Land <input type="checkbox"/>

TO BE COMPLETED WHERE THE RENEWAL IS BEING MADE BY AN INDIVIDUAL / PROPRIETOR**7 APPLICANT DETAILS**

Full Names of Applicant:	<input type="text"/>
Private Address:	<input type="text"/>
Parish:	<input type="text"/>
Post Code:	<input type="text"/>
Contact Email Address:	<input type="text"/>
Contact Telephone Number:	<input type="text"/>

TO BE COMPLETED WHERE THE RENEWAL IS BEING MADE BY A LIMITED LIABILITY COMPANY**8 LIMITED LIABILITY COMPANY DETAILS**

Name of Company:	
Address of Registered Office:	
Parish:	
Post Code:	
Date of Registration:	
JFSC Registration Number:	
Full Name of Secretary:	
Contact Email Address of Registered Company:	
Contact Telephone Number of Registered Company:	

TO BE COMPLETED WHERE THE RENEWAL IS BEING MADE FOR A CLUB OR SOCIETY**9 CLUB OR SOCIETY DETAILS**

Name of Club or Society:	
Address of Club or Society:	
Parish:	
Post Code:	
Date When Constituted:	
Full Name of Secretary:	
Contact Email Address of Club Secretary or Club:	
Contact Telephone Number of Club Secretary or Club:	

I / We hereby declare that the foregoing particulars are correct and that it may be disclosed with other Government Departments and other relevant authorities for the purposes of the administration of the Licensing (Jersey) Law 1974.

This form must be signed by the applicant or, in the case of a limited liability company, or club, by its Secretary

Full Name	_____
Signature	_____
Position	_____
Date	_____

PLEASE RETURN THE COMPLETED FORM TO:
Growth Housing and Environment, Regulation, PO Box 228, Jersey, JE4 9SS.

ENDNOTES

Table of Legislation History

Legislation	Year and No	Commencement	Project No (where applicable)
Licensing (Prescribed Renewal Form) (Jersey) Order 2020	R&O.117/2020	29 September 2020	

Project available at statesassembly.gov.je

Table of Endnote References

¹ Article 2 *spent, omitted*