

## **Making an application**

Two copies of the completed form need to be sent the council along with the fee. One copy will be given to Environmental Protection the other used by Licensing.

A further copy must be sent to the police:

Licensing / CSU  
Canterbury Police Station  
Old Dover Road  
Canterbury  
Kent  
CT1 3JQ

[licensing.east.division@kent.pnn.police.uk](mailto:licensing.east.division@kent.pnn.police.uk)

The fee is £21.00 for each event and you will need to complete a separate application form for each event.

At least ten working days notice must be given, excluding the day of the event and the day the application is received.

Only the police and environmental protection can object to a temporary event notice. In the event that they do object, a hearing will be arranged.