

Temporary Event Notice

Payment Transaction number:- SSES00694763 | Form Reference number EF1/849876

Premises User Information

Title

Mr

If other please state

n/a

Surname

morgan

Forenames

jayvon

Previous names (Please enter details of any previous names or maiden names, if applicable)

n/a

Your date of birth

[REDACTED]

Your place of birth

[REDACTED]

National Insurance Number

[REDACTED]

Your current address (We will use this address to correspond with you unless you complete the separate correspondence box)

[REDACTED]

Telephone

[REDACTED]

Evening telephone

n/a

Mobile phone

n/a

Fax number

n/a

Email address

[REDACTED]

Address

n/a

Telephone

n/a

Evening telephone

n/a

Mobile phone

n/a

Fax number

n/a

Email

n/a

Premises information

Please give the name and address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references)

empire house Manchester
2 empire st
m3 1ja

Premises licence number

n/a

Club premises certificate number

n/a

If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, please give a description and details.

n/a

Please describe the nature of the premises

banquet hall

Please describe the nature of the event

birthday celebration/ dancehall event this will be a party for a friends birthday any other info needed please email me

Licensable activities

The sale by retail of alcohol

Yes

The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club

Yes

The provision of regulated entertainment

Yes

The provision of late night refreshment

Yes

Are you giving a late temporary event notice?

Yes

Please state the dates on which you intend to use these premises for licensable activities.

21/07/2023

Please state the times during the event period that you propose to carry on licensable activities (please give times in 24 hour clock).

22:00 04:30

Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers (maximum 499).

400

If the licensable activities will include the supply of alcohol, please state whether the supplies will be for consumption on or off the premises, or both

On

Please state if the licensable activities will include the provision of relevant entertainment.

No

If yes selected, please state the times during the event period that you propose to provide relevant entertainment.

n/a

Personal Licence Details

Do you currently hold a valid Personal Licence?

No

Issuing Authority

n/a

Licence Number

n/a

Date of Issue

n/a

Date of Expiry

n/a

Any further relevant details

n/a

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice?

No

If answering yes, please state the number of temporary event notices you have given for events in that same calendar year

n/a

a) ends 24 hours or less before; orb) begins 24 hours or less afterthe event period proposed in this notice?

No

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

No

If answering yes, please state the total number of temporary event notices your associate have given for events in the same calendar year

n/a

a) ends 24 hours or less before; orb) begins 24 hours or less afterthe event period proposed in this notice?

No

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice?

No

If answering yes, please state the total number of temporary event notices your business colleague(s) have given for events in the same calendar year.

n/a

a) ends 24 hours or less before; orb) begins 24 hours or less afterthe event period proposed in this notice?

No

Declaration and Payment New

Name

Jayvon morgan

Capacity in which you are making this application

event organiser

Additional information

I_understand

Yes

These are the files included with this application :-

Acknowledgement

I acknowledge receipt of this temporary event notice

Signature:

On behalf of the Licensing Authority

Date:

Name of officer signing:

Management Plan

Saturday 12th November – Empire House 2 Empire St M3 1JA

9.00-p.m - 4.30a.m Designated person – Jayvon Morgan

Email: [REDACTED]

Description	Details	Risk reduction
Security	SIA trained	All to have security bandages visible. Earpieces and walkie talkies. Torches.
Attendance number	Counter in and out	Barcode checked on entry Wristband applied.
Smoking area Exit Door 2	2 Security assigned	No drinks outside. Limit numbers up to 25 outside.
Entrance Door 1	3 Security 1 Female 2 Male	Check I.D to enter Fenced line for entry. 2 wand detectors Bag search. Body search.
Ticket check	2 Staff	Barcode scanned for ticket purchase. Wrist bands applied
Exit Door 3	1 Security	Use in emergency monitored throughout.
Inside Security	4 Inside venue	I.D badge worn and visible

Under 25's	3 Bar staff. Signs displayed at the bar.	I.D check for customers. Customers under the influence not served.
Floor safety	2 Staff collecting plastic cups	Spillages cleared. Cups collected throughout event and dispersed into bins.
Incidents	Altercations verbal or physical. Injury. Sexual assaults. Large fights	Remove individuals from the premises. Ambulance if needed. Police phoned if needed. First aider on premises. Recorded in the incident book. Lights turned on at the venue. Event closed and customers to leave.
Music level	Set the sound speakers can be set to the level (to be agreed).	Doors to be closed. Sound level check throughout event.
Security cameras	Inside the venue Outside the venue	Monitored and access to the cameras throughout event

No smoking	Signs outside and inside the venue.	Customers removed if smoking. Security vigilante for any smokers.
Toilets	Checked throughout venue. Monitored by security	Cleaned throughout event. Cubicles checked for items.
Safeguarding	Illness Drunk Drug misuse	Identified safe space monitored by security. Taxi ordered. First aid treatment. Friends or family informed. Ambulance contacted. Police contacted.
Event closure	4.00a.m last orders	1/2hr for customers to leave the premises. Taxi's ordered. Security to disperse customers and collect cups. Venue checked throughout closure.