

**Application for a premises licence to be granted
under the Licensing Act 2003**

PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We Blue Fox Events Ltd

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises Details

Postal address of premises or, if none, ordnance survey map reference or description Morden Park London Road Morden			
Post town	London	Postcode	SM4 5QU

Telephone number at premises (if any)	N/A
Non-domestic rateable value of premises	£0.00

Part 2 - Applicant Details

Please state whether you are applying for a premises licence as

Please tick as appropriate

- a) an individual or individuals * please complete section (A)
- b) a person other than an individual *
 - i. as a limited company please complete section (B)
 - ii. as a partnership please complete section (B)
 - iii. as an unincorporated association or please complete section (B)
 - iv. other (for example a statutory corporation) please complete section (B)

- c) a recognised club please complete section (B)
- d) a charity please complete section (B)
- e) the proprietor of an educational establishment please complete section (B)
- f) a health service body please complete section (B)
- g) a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales please complete section (B)
- ga) a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England please complete section (B)
- h) the chief officer of police of a police force in England and Wales please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm:

Please tick yes

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or

I am making the application pursuant to a statutory function or
 a function discharged by virtue of Her Majesty's prerogative

(A) INDIVIDUAL APPLICANTS (fill in as applicable)

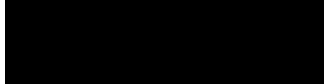

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over				<input type="checkbox"/>	Please tick yes
Current postal address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

SECOND INDIVIDUAL APPLICANT (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
Surname			First names		
I am 18 years old or over					<input type="checkbox"/> Please tick yes
Current postal address if different from premises address					
Post town		Postcode			
Daytime contact telephone number					
E-mail address (optional)					

(B) OTHER APPLICANTS

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name Blue Fox Events Ltd
Address 
Registered number (where applicable) 08841329
Description of applicant (for example, partnership, company, unincorporated association etc.) Private Limited Company
Telephone number (if any) 
E-mail address (optional) rob@easternelectrics.com

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY
0 2	0 8	2 0 1 9

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY

Please give a general description of the premises (please read guidance note 1)

Morden Park is a 50 hectare public park and Site of Borough Importance for Nature Conservation, Grade 1, in the district of Morden Park in the London Borough of Merton. An area of 28 hectares is also a Local Nature Reserve. It is owned and managed by Merton Council. The site includes the Morden Park mound, a Scheduled Ancient Monument, and Pyl Brook runs through the park.

This Premises Licence application is to cover the defined area within the park that is indicated on the attached plan.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

29,999

What licensable activities do you intend to carry on from the premises?

(Please see sections 1 and 14 of the Licensing Act 2003 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment

Please tick any that apply

- a) plays (if ticking yes, fill in box A)
- b) films (if ticking yes, fill in box B)
- c) indoor sporting events (if ticking yes, fill in box C)
- d) boxing or wrestling entertainment (if ticking yes, fill in box D)
- e) live music (if ticking yes, fill in box E)
- f) recorded music (if ticking yes, fill in box F)
- g) performances of dance (if ticking yes, fill in box G)
- h) anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)

Provision of late night refreshment (if ticking yes, fill in box I)

Supply of alcohol (if ticking yes, fill in box J)

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 6)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) Plays may be performed as stand alone entertainment or as a back ground to wider entertainment.		
Mon					
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 4)		
Thur					
Fri	11:00	22:30	<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat	11:00	22:30			
Sun	11:00	22:00			

B

Films Standard days and timings (please read guidance note 6)			<u>Will the exhibition of films take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) Films may be shown as stand alone entertainment or as a back ground to wider entertainment.		
Mon					
Tue					
Wed			<u>State any seasonal variations for the exhibition of films</u> (please read guidance note 4)		
Thur					
Fri	11:00	22:30	<u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat	11:00	22:30			
Sun	11:00	22:00			

C

Indoor sporting events Standard days and timings (please read guidance note 6)			<u>Please give further details</u> (please read guidance note 3)
Day	Start	Finish	
Mon			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 4)
Tue			
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 5)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 6)			<u>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)		
Mon					
Tue					
Wed			<u>State any seasonal variations for boxing or wrestling entertainment</u> (please read guidance note 4)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 6)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) Live performances by artists as part of the festival’s entertainment program		
Mon					
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 4)		
Thur			Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Fri	11:00	22:30			
Sat	11:00	22:30			
Sun	11:00	22:00			

F

Recorded music Standard days and timings (please read guidance note 6)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	Please give further details here (please read guidance note 3) Recorded music played by DJs and as back ground music		
Mon					
Tue					
			State any seasonal variations for the playing of recorded music (please read guidance note 4)		
Wed					
Thur			Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 5)		
Fri	11:00	22:30			
Sat	11:00	22:30			
Sun	11:00	22:00			

G

Performances of dance Standard days and timings (please read guidance note 6)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3) Musical performances may be accompanied by dance		
Mon					
Tue					
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 4)		
Thur					
Fri	11:00	22:30	<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat	11:00	22:30			
Sun	11:00	22:00			

H

Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 6)			Please give a description of the type of entertainment you will be providing MC, compere and the like		
Day	Start	Finish	<u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 2)	Indoors	<input type="checkbox"/>
Mon				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Tue			<u>Please give further details here</u> (please read guidance note 3) MC, compere and the like		
Wed					
Thur			<u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 4)		
Fri	11:00	22:30			
Sat	11:00	22:30	<u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sun	11:00	22:00			


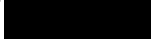

I

Late night refreshment Standard days and timings (please read guidance note 6)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 2)	Indoors	<input type="checkbox"/>			
				Outdoors	<input type="checkbox"/>			
				Both	<input type="checkbox"/>			
Day	Start	Finish	<u>Please give further details here</u> (please read guidance note 3)					
Mon								
Tue								
Wed						<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 4)		
Thur								
Fri						<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 5)		
Sat								
Sun								

J

Supply of alcohol Standard days and timings (please read guidance note 6)			<u>Will the supply of alcohol be for consumption – please tick</u> (please read guidance note 7)	On the premises	<input checked="" type="checkbox"/>
				Off the premises	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<u>State any seasonal variations for the supply of alcohol</u> (please read guidance note 4)		
Mon					
Tue					
Wed					
Thur					
Fri	11:00	22:00			
Sat	11:00	22:00			
Sun	11:00	21:30	<u>Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list</u> (please read guidance note 5)		

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor:

Name Robert James Dudley	
Address 	
Postcode	
Personal licence number (if known) 	
Issuing licensing authority (if known) Birmingham	

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 8).

NONE

L

Hours premises are open to the public Standard days and timings (please read guidance note 6)			<u>State any seasonal variations</u> (please read guidance note 4)
Day	Start	Finish	
Mon			<p><u>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</u> (please read guidance note 5)</p>
Tue			
Wed			
Thur			
Fri	11:00	23:30	
Sat	11:00	23:30	
Sun	11:00	23:00	

M Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 9)

1. There will only be 1 event per calendar year, taking place for a maximum of 3 days.
 2. There will be no amplified music or other entertainment after 22:30 on Fri or Sat and 22:00 on Sun.
 3. The maximum duration of events per day will not exceed 11.5 hours (Fri and/or Sat) and 11 hours (Sun).
 4. Each and every event would be presented individually to the Safety Advisory Group (SAG).
 5. The genre and style of musical performances for all events will be provided to the SAG and Metropolitan Police Service (MPS) as part of the planning process for each event.
 6. A Challenge 25 Policy will be in operation at all bars. Clear signage will be in place informing customers of this policy. The DPS will ensure that all staff are briefed on the acceptable forms of ID.
 7. Events will be categorised as either '18+ Only' or 'Family Friendly'
 8. Events categorised '18+ Only' will operate a 'No ID, No Entry' policy to guests, details of which are included in the ESMP. Challenge 25 will also be in operation at the entrance to the event.
 9. Events categorised 'Family Friendly' will feature a comprehensive Child Welfare Policy which will be detailed in the Event Safety Management Plan.
 10. Maximum capacities for events will be agreed with the MPS and SAG during the planning process.
 11. The version number of the pre-agreed site plans to be in use for each event will be agreed in advance with SAG, a minimum of 28 days prior to the event.
 12. The event organisers shall have a means of counting in the people entering the event site to ensure that they are able to provide on request, the number of people on site at any point in time to authorised officers.
 13. Locked amnesty bins shall be provided for the disposal of alcohol and other waste.
 14. An event and site-specific Event Safety Management Plan (ESMP) will be developed and shared with the Licensing Authority and SAG.
 15. The ESMP will include details on the following subjects: Event Risk Assessments, Event Schedule, Site Plan, Fire Risk Assessment, Security & Crowd Management Plan, Drugs Policy, Liquids Policy, Alcohol Management Plan, Traffic Management Plan, Egress Plan, Waste Management Plan, Medical Management Plan, Concessions and Retail Management Plan, Adverse Weather Plan, Crisis Communication Plan, Noise Management Plan, Ingress/Egress Plan, Sanitation Plan, Child Welfare/Vulnerable Persons Policy
- These documents will be living documents which will be reviewed and revised in the planning phases of the events.

b) The prevention of crime and disorder

1. A reputable and experienced SIA-accredited security and stewarding company will be appointed to ensure public safety and to prevent crime and disorder.
2. The ESMP Crowd Management Plan will outline the number, position and roles of the Security and Stewarding staff working at the event.
3. All attendees to the event will be subject to search. The search will operate a 3 stage process: Passive Drug Detection Dogs (minimum of 2 K9 units per event), Wand Metal Detector, Visual & Physical Search (hands on). All bags will be searched on entry.
4. Searches will be carried out by SIA Registered staff of the same sex.
5. Passive Drug Detection Dogs and Explosives Detection Dogs will carry out a sweep of the event site following completion of the event build up but prior to the event opening to the public. The catering, merchandise stalls and any customer lockers will be included during this sweep.
6. The Drugs Policy will include New Psychoactive Substances (NPS) and No2/NOS/Nitrous Oxide. No2 will not be permitted on site and any found on entry will be confiscated.
7. Anyone found on entry with more than the agreed quantities for personal consumption (as outlined in the drugs policy) of controlled substances or NPS will be refused entry and the Police informed immediately.
8. Anyone found with an offensive weapon on entry will be refused admittance and the Police informed immediately.
9. A list of all artists and performers who will be appearing at the event will be provided to the Police a minimum of 3 months prior to each event.
10. Each bar on site shall have a dedicated bar manager or supervisor and team who shall be conversant with the requirements and responsibilities for the sale of alcohol and shall be given written designation of their responsibilities.
11. The DPS shall brief all bar staff before each event. A written record of this briefing shall be kept on site.
12. All drinks shall be sold in either opened cans, PET containers or decanted into polycarbonate vessels. No glass will be permitted into the public festival arena. Glass bottles will be retained behind bars for disposal.

1. The event site will fully accord with both HSE guidance and also Fire Safety measures – an event and site-specific Risk Assessment and Fire Risk Assessment will be undertaken and implemented.
2. The PLH shall carry out a suitable and sufficient risk assessment as well as use the Health and Safety Executive (HSE) "purple guide" on outdoor events to determine the level of first aid provision for the event, such that there is no undue demand on National Health Service resources.
3. All EMERGENCY EXITS, TOILETS AND FIRST AID POSTS shall be clearly indicated by means of signage, such that it is visible to attendees.
4. The appropriate type and number of fire fighting equipment shall be provided throughout the site. Locations and numbers will be specified in the ESMP.
5. A queuing system will be designed and implemented at the main entrance to minimise waiting time whilst maintaining crowd safety
6. Crowd Management Stewards tasked with entry lane queue management will wear Hi-Visibility tabards
7. Loudhailers will be deployed at the entrance to assist Stewards in providing information to customers regarding delays and other pertinent information
8. A suitable and sufficient number of Stewards, Marshals and Event Ambassadors (to be determined by Risk Assessment) will be deployed to manage the ingress and egress phase of the events. These Stewards, Marshals and Event Ambassadors will wear Hi-Visibility tabards and will also be supplied with loudhailers. The number of Stewards, Marshals and Event Ambassadors will be agreed with the Police and Licensing Authority during the event planning process.
9. Full details of the numbers and positions of these Stewards, Marshals and Event Ambassadors will be outlined in the Ingress/Egress Plan and Traffic Management Plan. Consideration will be given to not only stewarding the main egress routes but also side roads in the immediate vicinity.
10. The Ingress/Egress Plan and Traffic Management Plan will also detail the location and position of any barriers used and any Lane Closures (or any other TTRO) applied for.
11. If possible, Stages and Performance areas within the event will close down in a staggered and phased fashion to assist with a gradual egress from the event. Phased closures will be assessed dynamically on site during each event by the Event Safety Officer and Head of Security.

d) The prevention of public nuisance

1. A qualified and suitably experienced Noise Management Consultancy will be appointed to produce a Noise Management Plan (NMP) and provide representatives on site during the live hours of the event.
2. Local residents will receive prior notification of the event including details of the event timings. The distribution radius for the notification letter will be agreed with the Local Authority. This is to include local businesses that may be affected by attendees to the event during ingress and egress
3. A noise "hot line" number will also be included to allow residents to contact an event representative should they need to make a complaint during the event.
4. A number of portable toilets will be positioned off site in locations (the number and location to be agreed with the Local Authority and SAG following consultation with local residents and businesses) on the ingress and egress routes to assist in reducing instances of public urination. The location and number of these toilets will be detailed in the Egress Plan.
5. A suitable and sufficient number of SIA Security and Crowd Management Stewards (to be determined by Risk Assessment) will be present on the route between the event site and Morden Underground Station to assist in preventing Anti-Social Behaviour during both the ingress and egress phases of the event. These staff will be easily identified in Hi Visibility clothing. Full details of the positions and roles of these staff will be provided in the Crowd Management Plan. The number of staff will be agreed with MPS and the SAG during the event planning process.
6. Signage will be erected on the ingress and egress routes informing customers of the event of the location and distance to the nearest available portable toilet.
7. The PLH shall have in place an arrangement (contract) with a reputable Waste Management Company to manage the event site and externally affected areas for the duration of the event and a post event clean up.
8. Full details of the external site areas to be covered by the Waste Management Company will be included in the ESMP. The Waste Management Company will also be able to respond to complaints from both local residents and the Local Authority regarding litter in the surrounding areas related to the event.

e) The protection of children from harm

‘18+ Events’:

1. The event will be a ticketed, 18+ music festival.
2. No person under the age of 18 will be permitted to enter the event site.
3. The event will operate a ‘No ID, No Entry’ Policy.
4. A Challenge 25 policy will be in force at all festival bars.
5. A Child Welfare and Vulnerable Person procedure will be in place and will be detailed in the ESMP. This will outline action to be taken in the event that under 18’s attempt to gain entry to the event or are discovered within the event perimeter.

‘Family Friendly Events’:

6. Children are to be supervised by an adult at all times. Parents/Carers will be responsible for their children.
7. Any child under the age of 16 must be accompanied by an adult (over the age of 21).
8. Each adult will be allowed to be responsible for a maximum of 4 children.
9. Wristbands will be provided on entry to all children to allow parents/carers to write their phone number on the inside of the wristband.
10. A dedicated Lost Children point will be set up and manned by DBS checked staff.
11. A Challenge 25 policy will be in force at all festival bars.
12. A Child Welfare and Vulnerable Person procedure will be in place and will be detailed in the ESMP.

Checklist:


Please tick to indicate agreement

- I have made or enclosed payment of the fee.
- I have enclosed the plan of the premises.
- I have sent copies of this application and the plan to responsible authorities and others where applicable.
- I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.
- I understand that I must now advertise my application.
- I understand that if I do not comply with the above requirements my application will be rejected.

IT IS AN OFFENCE, LIABLE ON SUMMARY CONVICTION TO A FINE NOT EXCEEDING LEVEL 5 ON THE STANDARD SCALE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION.



Part 4 – Signatures (please read guidance note 10)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 11).
If signing on behalf of the applicant, please state in what capacity.

Signature	
Date	13/11/2018
Capacity	Robert James Dudley – Agent acting on behalf of the applicant

For joint applications, signature of 2nd applicant or 2nd applicant’s solicitor or other authorised agent (please read guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 13) Rob Dudley The Fair 4 th Floor – The Relay Building 114 Whitechapel High Street			
Post town	London	Postcode	E1 7PT
Telephone number (if any)			
 respond with you by e-mail, your e-mail address (optional)			

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
3. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
4. For example (but not exclusively), where the activity will occur on additional days during the summer months.
5. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
6. Please give timings in 24 hour clock (e.g. 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.
7. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.
8. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
9. Please list here steps you will take to promote all four licensing objectives together.
10. The application form must be signed.
11. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
12. Where there is more than one applicant, each of the applicant or their respective agent must sign the application form.
13. This is the address which we shall use to correspond with you about this application.