

### **Submitting your Application Form**

To ensure that your application is valid you must ensure that you serve copies of your application form and all of the accompanying documents on the appropriate authorities.

### **Additional Service Requirements**

If you are applying for a licence for a Council owned building, or for a vessel, there are additional service requirements. Please contact the Licensing Authority for advice.

### **Service Details**

- **Licensing Authority by email, post or in person to:**  
[licensing@blaby.gov.uk](mailto:licensing@blaby.gov.uk)  
or  
The Licensing Team  
Blaby District Council,  
Council Offices,  
Desford Road,  
Narborough,  
Leicestershire LE19 2EP
  
- **Pollution Control and Health & Safety**  
[environmental.health@blaby.gov.uk](mailto:environmental.health@blaby.gov.uk)  
or  
The Environmental Health Services Division  
Blaby District Council,  
Council Offices,  
Desford Road,  
Narborough,  
Leicestershire LE19 2EP
  
- **Local Planning Authority**  
[planning@blaby.gov.uk](mailto:planning@blaby.gov.uk)  
or  
The Planning Division  
Blaby District Council,  
Council Offices,  
Desford Road,  
Narborough,  
Leicestershire LE19 2EP

- **Leicestershire Constabulary**  
[licensing@leicestershire.pnn.police.uk](mailto:licensing@leicestershire.pnn.police.uk)  
**or**  
 The Chief Officer of Police  
 The Licensing Section,  
 Mansfield House,  
 74 Belgrave Gate,  
 Leicester  
 LE1 3GG
- **Leicester Area Child Protection Committee**  
 This authority has nominated the Leicestershire Constabulary to act as its agent in relation to the Licensing Act. Service is achieved by serving on the Constabulary. Only one copy of the documents needs to be sent.
- **Leicestershire Fire and Rescue Service**  
[RIST@lfrs.org](mailto:RIST@lfrs.org)  
**or**  
 The Chief Fire Officer  
 Risk Management  
 Leicestershire Fire & Rescue Service  
 Headquarters  
 12 Geoff Monk Way  
 Birstall  
 Leicestershire LE4 3BU
- **Local Weights & Measures Service**  
[trading-standards@leics.gov.uk](mailto:trading-standards@leics.gov.uk)  
**or**  
 Leicestershire County Council  
 Regulatory Services  
 Trading Standards Service  
 Business Services  
 County Hall  
 Glenfield, Leicestershire LE3 8RN
- **Local Health Authority –**  
[PHlicensing@leics.gov.uk](mailto:PHlicensing@leics.gov.uk)  
**or**  
 Public Health Department  
 Leicestershire County Council  
 County Hall  
 Glenfield, Leicestershire LE3 8RA
- **Home Office (Immigration Enforcement) –**  
[Alcohol@homeoffice.gov.uk](mailto:Alcohol@homeoffice.gov.uk)  
**or**  
 Alcohol Licensing Team  
 40 Wellesley Road  
 Croydon  
 CE9 2BY