

Variation to current Licence

(Adding a Therapist / Renewal of Therapist(s), Changes to Treatments or Managers)

Name and Address of the Business Premises:		
	Post Code:	

Please provide details of who will be managing the premises

Name:	
Address:	
Date of Birth:	
Telephone Number:	
Email Address	
Signature:	
Date	

a) Has the owner of the premises or the applicant ever been refused the grant, renewal or transfer of a Special Treatment licence. If so by which council and what date?	
Date:	
b) Has the applicant(s) and/or the manager ever been issued with a Special Treatment Licence before and by which local authority?	

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Date:	
Criminal Convictions	
<p>Has any of the applicant(s), manager(s) or therapist(s) been convicted of a criminal offence?</p> <p> <input type="checkbox"/> YES <input type="checkbox"/> NO </p> <p>If "Yes" please give details:</p>	

Details of Special Treatments and Therapists:

(massage, manicure, pedicure, micro blading, acupuncture, tattooing, cosmetic piercing, chiropody, light, electric, or other special treatments of a like kind or vapour, sauna or other baths.)

Please list all the special treatments that you intend to provide, including any variations not included on the current licence. Any changes to therapists must be shown below.

Name of person carrying out the treatment (Photographic proof of ID i.e. passport, driving licence)	Address of person (please provide proof of address i.e. utility or council tax bill)	DOB	Special Treatment to be carried out	Qualification (originals and copies to be supplied)

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Please list any Therapists that need to be removed from the current Licence				

Please enclose the following documentation for all new therapists to be added with your application. Applications WILL NOT BE PROCESSED and returned to you if not complete:

- One passport-sized photograph of each therapist.
- Colour photocopies of all qualifications
- Proof of address (utility bill etc.)
- Colour copy of passport or driving licence
- Completed Consent form
- Public Liability Insurance (if applicable)

Payments can be made by cheque payable to LONDON BOROUGH OF NEWHAM, or by debit/credit card on: 020 3373 1925

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Completed forms and supporting documents should be returned to:

Licensing Team
London Borough of Newham
Grassroots Community Resource Centre
Memorial Avenue
London
E15 3DB

Licensing@newham.gov.uk