

Hospitality Area TV Licence Application Form

Please complete this application form in full using black or blue ink.¹

NB: If you are applying for a hospitality area TV Licence for more than one establishment or at more than one site/premises, please photocopy this form and complete one application per establishment and/or site/premises.

First, please tell us about the business:

Address of hospitality area to be licensed:

Postcode: _____

Address for correspondence (if different):

Postcode: _____

Telephone number: _____ Email: _____

Website: _____

1. What is the proprietor's name, the company name (if the establishment is registered as a company) and the trading name of the establishment which provides the hospitality area?

2. Is your establishment located on one site or on the same premises? If no, please give details and state whether you already have or are applying for a separate TV Licence for the other site(s):

3. Is your establishment a hotel?

Now, please tell us the number of entertainment units in the hospitality area:

4. How many entertainment units do you have (rooms in which entertainment is provided for paying or non-paying guests eg. executive boxes)?

Now calculate your payment

5. In how many **entertainment units** (your answer at **Question 4**) are colour and/or black and white TV receivers installed or used?
Colour: _____ Black and white: _____
Total = £ _____

To calculate the licence fee due, please read the enclosed leaflet.

6. What is your preferred method of payment? BACS Cheque

(Please note, to be eligible for a black and white hospitality area TV Licence, all TV receivers which are installed or used must be black and white.)

I confirm on behalf of the establishment noted above that the information I have provided is correct. If TV receiving equipment is installed or used in any areas that are not covered by a hospitality area TV Licence, I will notify TV Licensing immediately.

Name of person completing the form

Signature

Position within the organisation

Date

(1) Please note, the information you provide will be used by the BBC in its capacity as the Licensing Authority and its TV Licensing agents for the purpose of administering the TV Licence system; including issuing your licence, collecting the licence fee and communicating with you on relevant matters. Your details will not be disclosed to anyone else without your prior consent unless we are required or permitted to do so by law. For more information, please refer to our privacy policy on our website www.tvlicensing.co.uk or phone us on 0844 800 5820.