

**Withdrawal of consent of individual to being specified as premises supervisor**  
**Section 41 Licensing Act 2003**

**Part A – notice to licensing authority and premise licence holder (ss (1))**

I (full name of premises supervisor)  
of (home address of premises supervisor)

hereby withdraw my consent to be specified as the designated premises supervisor relating to:

a premises licence (number of licence, if known)  
for (name and address of premises to which the notice relates)  
with effect from (insert date on which you wish to cease being the premises supervisor  
but see also note 2 below)

**Part B – direction to premise licence holder (ss (4) & (5))**

(insert name of premise licence holder)  
of (insert address of premise licence holder)

are directed to send to the relevant licensing authority within 14 days of receiving this notice, the premise licence (or the appropriate part of the licence) or, if that is impractical, a statement of the reasons for the failure to provide the licence (or part).

**Part C – confirmation of sending notice**

I hereby confirm that I sent a copy of this notice and direction to the premise licence holder at the address shown on (insert date)

Signed .....

Dated

Print name

**Notes:**

1. This notice must be served on the Licensing Authority by leaving it at or by sending it by post to the Licensing Authority, Medway Council, Gun Wharf, Dock Road, Chatham, Kent ME4 4TR.
2. This notice will only have effect from the date on which it is received by the Licensing Authority. If sending the notice by 1<sup>st</sup> class post, it will be deemed to have been received by the authority on the day following that on which it was post marked; if sent by 2<sup>nd</sup> class post it will be deemed to have been received on the second day following that on which it was post marked.
3. A copy must be served on the premise licence holder no later than 48 hours after serving it on the Licensing Authority by leaving it at or by sending it by post to his relevant registered address.