



Rushcliffe
Borough Council

Rushcliffe Arena Rugby Road West Bridgford
Nottingham NG2 7YG

RUSHCLIFFE BOROUGH COUNCIL
Nottinghamshire County Council Act 1985 (PartIV)

**APPLICATION FOR NEW LICENCE, TRANSFER,
VARIATION OR RENEWAL OF
LICENCE FOR THE OPERATION OF AN ESTABLISHMENT
FOR THE USE OF INTENSE LIGHT SYSTEMS AND/OR
LASER EQUIPMENT ONLY**

SECTION 1 INTENSE LIGHT SYSTEMS AND/OR LASER EQUIPMENT ONLY

To be fully completed by the applicant in all cases

I/We hereby apply for a licence: (delete as appropriate) Grant / Transfer/ Variation/ Renewal

PLEASE COMPLETE IN BLACK INK AND IN BLOCK CAPITALS

1	Name of Applicant/Company				
2	Maiden /Former Name(s) (if applicable)				
3	Date Of Birth /Place of birth (if applicable)				
4	Applicant's address				
		Post Code			
		Telephone Number			
5	Applicant's status	Individual	Partnership	Company	
6	Trading Name of premises to be licensed				
7	Registered address of company -				
		Post Code			
		Telephone Number			
8	Contact name at company				
9	Company No. (If Applicable)				
10	Full address of premises to be licensed				
		Post Code			
		Telephone Number			
11	Will the applicant normally be in attendance at the establishment? (Please tick the appropriate box)	YES		Full Time	
				Part Time *	
		NO *			
12	* Where the applicant is not in full time attendance at the premises you must provide details (including contact details) of the person having day-to-day responsibility for running the premises; and whether that person will normally be in attendance at the premises.				
13	Name and address of Business Laser Protection Advisor (LPA)				
		Post Code			
		Telephone Number			
14	Details of qualification of the LPA?				
15	Name and address of Laser Premises				

OFFICIAL

	Supervisor (LPS) Note: Please complete Practitioner registration form (if applicable)		
		Post Code	
		Telephone Number	
16	Please list Laser and or Intense Light System (s) (prescribed equipment) to be used and operating frequency of the equipment. (Please use separate sheet if necessary)		
17	Please give details of eye protection to be used with the above equipment. (Include British Standard Reference No.)		
18	Name of Authorised User(s) of the equipment) Note: A Practitioners Registration form must be completed for each practitioner at the premises, including the LPS where appropriate	1.	
		2.	
		3.	
		4.	
		5.	
19	Please attach the following documents		√
	1. A copy of the Treatment Protocol produced or approved by an Expert Medical Practitioner for each Laser and/or Intense Light System (Prescribed Equipment) to be used on the premises		
	2. A copy of the Local Rules, Treatment Protocols and Register of authorized Users		
	3. Completed practitioner registration forms including certificates and photographs		
	4. A plan of the premises (see (attached guidance)		
	5. A copy of the public liability insurance (with schedule) for the premises		

List of Treatments (Please tick all that apply)

Vascular Treatments	Ablative Treatment	
Port wine stains	Removal of epidermal layers	
Telangiectasia	Acne scarring	
Thread veins	Wart removal	
Leg veins	Benign lesions	
Pigmented Treatments	Photo-Rejuvenation	
Tattoo removal	Photo-aging	
Pigmented lesions	Rosacea	
Lentigenes	Large pores	
Photo-aging	Mottled pigmentation	
Hair Removal	Any other Treatment (Please list)	
Body and facial hair	Hair management for hirsutism	

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. To obtain any information held about you please contact the Data Protection Officer on 0115 9819911.

For further information, see <http://www.rushcliffe.gov.uk> to contact the licensing department.

DECLARATION:

I have provided my original certificates and documentation as required. I declare that the information that I have provided is correct to the best of my knowledge and understand that I will be guilty of an offence if I knowingly provide false information. I agree to comply with the conditions attached to any licence issued to me under the Nottinghamshire County Council Act 1985 (Part IV).

Signature

Date

Data Protection Privacy Notice

The personal information you provide will only be used by Rushcliffe Borough Council, the Data Controller, in accordance with General Data Protection Regulation 2016/ Data Protection Act 2018 to: process your application, query or to provide a service that you are requesting **or** undertake a statutory function (also known as a 'public task') The basis for processing this information is to enable the council to undertake a public task or to provide the service that you are requesting. Your personal information will be included in a public register in accordance with our statutory responsibility. Your personal data will be kept in accordance with the Council's retention policy and schedule. Details of which can be found on the Council's website at http://www.rushcliffe.gov.uk/retention_schedule/ In accordance with GDPR you have a right to:

- Have a copy of the personal information that we hold about you. Details of how to obtain this are available at <http://www.rushcliffe.gov.uk/foi>
- Request that your personal data be corrected or completed.
- Complain to the Information Commissioner if you feel that your information is not being handled appropriately (<https://ico.org.uk/>)
- You may also have a right to:
 - Have your personal data transferred (data portability).
 - Prevent automated processing and profiling.
 - Erasure (also known as the right to be forgotten).
 - Restrict processing.
 - Object to processing.
- Your data protection rights are not absolute and in most cases are subject to the Council demonstrating compliance with other statutory legislation, for further information see <http://www.rushcliffe.gov.uk/privacy/>
- For further details about how your personal information may be used or about your rights under data protection legislation, please contact the Council's Data Protection Officer at -
- By post: Data Protection Officer, Rushcliffe Borough Council, Rushcliffe Arena, Rugby Road, West Bridgford, Nottingham, NG2 7YG.
- By email: customerservices@rushcliffe.gov.uk
- By Telephone: 0115 981 9911