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**HIGHLAND LICENSING BOARD**

**DISABLED ACCESS AND FACILITIES STATEMENT**

**Licensing (Scotland) Act 2005, section 20(2)(b)(iia)**

**Premises Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Question 1**

**Disabled access and facilities**

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| 1(a) | Is there disabled access to the premises | YES / NO\* |
| 1(b) | Do you have facilities for those with a disability | YES / NO\* |
| 1(c) | Do you have any other provisions available to aid the use of the premises by disabled people | YES / NO\* |
| \**Delete as appropriate* | | |

If you have answered Yes to any of the questions above, please complete, as appropriate, the following sections:-

**Question 2**

**Disabled access to, from and within the premises**

Please provide a clear and detailed description of how accessible the premises are for disabled people eg. ramps, accessible floors, signage.

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**Question 3**

**Facilities available**

Please describe in detail the facilities provided for disabled people eg. disabled toilets, lifts, accessible tables.

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**Question 4**

**Other provisions**

Please provide details of any other provisions made to aid the use of the premises by disabled people eg. assistance dogs welcome, large print menus.

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**DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT**

**If signing on behalf of the applicant please state in what capacity.**

The contents of this disabled access and facilities statement are true to the best of my knowledge and belief.

Signature: …………………………………… Print Name: ……………………………………

Capacity: APPLICANT/AGENT (delete as appropriate)

Date: …………………… ……………………

Telephone number and email address of signatory:

|  |  |
| --- | --- |
| **Telephone No:** |  |
| **E-mail Address:** |  |

Postal Address of Agent (if appropriate)

…………………………………………………………..

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**Data Protection Act 1998**

The information on this form may be held on an electronic public register which may be available to members of the public on request.

**GUIDANCE NOTES:**

Guidance for Completing a Disabled Access and Facilities Statement may be viewed [here](https://www.highland.gov.uk/downloads/file/18965/guidance_for_completing_a_disabled_access_and_facilities_statement).

(<https://www.highland.gov.uk/downloads/file/18965/guidance_for_completing_a_disabled_access_and_facilities_statement>)

**HIGHLAND LICENSING BOARD CONTACT ADDRESSES AND PAYMENT DETAILS**

|  |  |  |
| --- | --- | --- |
| **Clerk to the Board** | **Inverness, Nairn, Badenoch and Strathspey areas** | **Lochaber** |
| Claire McArthur  Highland Licensing Board  Council Offices  High Street  Dingwall IV15 9QN  Tel: (01349) 868541  [claire.mcarthur@highland.gov.uk](mailto:claire.mcarthur@highland.gov.uk) | Highland Licensing Board  Highland Council Headquarters  Glenurquhart Road  Inverness  IV3 5NX  Tel: (01463) 785087  [licensing@highland.gov.uk](mailto:licensing@highland.gov.uk) | Highland Licensing Board Council Offices  Charles Kennedy Building  Achintore Road  Fort William PH33 6RQ  Tel: (01397) 707233  [licensing@highland.gov.uk](mailto:licensing@highland.gov.uk) |
| **Caithness and Ross areas** | **Sutherland** | **Skye and Lochalsh** |
| Highland Licensing Board  Caithness House  Market Place  Wick  KW1 4AB Tel: (01955) 608214  [licensing@highland.gov.uk](mailto:licensing@highland.gov.uk) | Highland Licensing Board  Council Offices Drummuie  Golspie  KW10 6TA Tel: (01408) 635205  [licensing@highland.gov.uk](mailto:licensing@highland.gov.uk) | Highland Licensing Board  Council Offices  Tigh na Sgire  Park Lane  Portree, IV51 9GP  Tel: (01478) 613824  [licensing@highland.gov.uk](mailto:licensing@highland.gov.uk) |

If you wish any additional guidance or advice, please contact your **Licensing Standards Officer** in your area:

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| --- | --- | --- |
| **LICENSING AREA** | **LSO** | **CONTACT DETAILS** |
| **SOUTH**  Inverness, Nairn, Badenoch & Strathspey | Shonnie Campbell | Tel: 01463 702259  E-mail: [shonnie.campbell@highland.gov.uk](mailto:shonnie.campbell@highland.gov.uk) |
| **NORTH**  Caithness, Sutherland and Ross | Garry Cameron | Tel: 01408 635217  E-mail: [garry.cameron@highland.gov.uk](mailto:garry.cameron@highland.gov.uk) |
| **WEST**  Skye and Lochalsh and Lochaber | Chris MacKinnon | Tel: 07760 703222  E-mail: [ewenchristopher.mackinnon@highland.gov.uk](mailto:ewenchristopher.mackinnon@highland.gov.uk) |