



Comhairle Ceantair
**an Iúir, Mhúrn
agus an Dúin**
**Newry, Mourne
and Down**
District Council

THE CINEMAS (NORTHERN IRELAND) ORDER 1991
The Fire and Rescue Services (Northern Ireland) Order 2006
The Fire Safety Regulations (Northern Ireland) 2010

**APPLICATION FOR LICENCE/RENEWAL OF A CINEMA
LICENCE**

Completed Applications to be sent to:

Oifig an Iúir
Newry Office
Licensing Section
Regulatory and Technical Services
Department
O'Hagan House
Monaghan Row
Newry
BT35 8DJ

Oifig Dhún Padraig
Downpatrick Office
Licensing Section
Regulatory and Technical Services
Department
Downshire Civic Centre
Downshire Estate
Ardglass Road
Downpatrick
BT30 6GQ

For further details contact:

Tel: 0300 013 2233
Email: council@nmandd.org
www.newrymouredown.org



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**Application for Licence/Renewal for use of premises for film
exhibitions**

Name & address of premises to be licensed	Name and address of applicant(s)
Daytime telephone no:	Daytime telephone no:
Email address:	Email address:

I/We hereby make application for *Licence/Renewal of a licence under the above Act for the giving of film exhibitions.

Signed _____

Dated this _____ day of _____ 201__

This form shall be returned to the undersigned together with a fee of:

£600 for a period of one year
£120 for Transfer of Licence

This application must be accompanied by documents listed on attached sheet.

*strike out whichever is not applicable.

NEWRY, MOURNE AND DOWN DISTRICT COUNCIL

Documents to be submitted with Application for Cinema Licence

1. Application Form – to be completed and signed by applicant.
2. Fire Fighting Equipment Certificate – to be completed and signed by supplier of fire fighting equipment or authorised service agent.
3. 3 plans of premises required if first application or if alterations have been made since last application.
4. *Electrical Installation Certificate
5. *Emergency Lighting Certificate
6. *Fire Alarm System Certificate

*These 3 No. Certificates to be signed and completed by one of the following:

- (a) an approved Electrical Contractor on Roll of NICEIC
 - (b) a member of the Electrical Contractors Associations
 - (c) an approved member of Institute of Electrical Engineers (IEE)
 - (d) an approved Electrical Engineer with Northern Ireland Electricity
7. Confirmation from Insurance Company with whom your premises are insured, confirming valid public liability insurance cover.
 8. A full and sufficient Fire Risk Assessment.
 9. Fee for application of licence.

DATA PROTECTION ACT 1998

Newry, Mourne and Down District Council collects the Data on this Form for the purpose of Administering Cinema Licensing under the Cinemas (Northern Ireland) Order 1991. The Data Collected on this Form will be shared with the relevant Council Departments, the Police Service of NI and the NI Fire and Rescue Service for the purposing of administering the licence.