

PUBLIC NOTICE OF APPLICATION FOR SHORT-TERM LETS LICENCE

The Civic Government (Scotland) Act 1982 (Licensing of Short-term Lets) Order 2022

☐ New application

☐ Renewal

Applicant name	
Applicant's address (including postcode)	

Has applied to **East Ayrshire Council** for a Short-term lets licence.

Short-term let premises address (if different from applicant's address)	
Type of licence applied for	Home sharing / home letting / home sharing & home letting / secondary letting [DELETE as appropriate]
Day-to-day manager / agent details (if different from applicant)	Name: Address:

Representations

Representations about the application may be made by any member of the public.

Representations must:

- be in writing;
- specify the grounds of the objection or, as the case may be, the nature of the representation;
- set out the name and address of the person making it;
- must be signed by the person, or on their behalf; and
- be made within 28 days of public notice of the application being given.

Copies of any representations will be given to the applicant. If a representation is made to the Licensing Authority after this date but before a final decision is taken on the application, then the Licensing Authority may consider the late representation if it is satisfied that it was reasonable for the representation to have been made after the deadline.

Representations should be sent to: licensing@east-ayrshire.gov.uk or by post to **Council Headquarters, London Road, Kilmarnock, KA3 7BU**

Date application lodged / public notice given	/ /
Last date for representations	/ /

- This notice must be displayed on or near the short-term let property in a position where it can be easily read by the public.
- This notice must be displayed for a period of 21 days from the date the application was lodged with the Licensing Authority.
- After the notice has been displayed for 21 days, a certificate of compliance must be completed and the whole notice returned to the Licensing Authority at the address above, Alternatively confirmation of display can be submitted in writing and signed, together with full applicant and property details.