

Guidance Note - Application for a Charitable Function

This application must be fully completed, signed by the applicant and submitted with a signed letter of support from the charitable organisation not later than 4.00 p.m. on the Friday prior to the Thursday on which the application is to be considered.

Applications must be lodged with the Licensing Clerk, Summary Courts Office, Deemsters Walk, Bucks Road, Douglas, Isle of Man, IM1 3AR

Unfortunately, failure to comply will result in the application not being considered

No fee is charged for a charitable function licence.

The licence is produced by the Court ready for collection at the Courts Public Counter by midday each Friday. One copy is retained by the applicant and the other copy (pink) of the licence to the Officer in charge of a Police Station in the vicinity of the place where it is to be held not later than 24 hours before the beginning of the event.

Attendance at the charitable function for which the licence is granted shall be restricted to members of the organisation by which the function is held and their invited guests.

The function shall not be advertised to the general public and admission to the function shall be by ticket only. No tickets may be sold, issued, supplied or distributed at or about the place where the function is held. At the function wine shall not be sold or supplied to or consumed by persons other than members of the organisation by which the function is held and their invited guests. The Licensing Court may direct in any particular case that a Charitable Function Licence shall be granted without some or all of these conditions.