



Gangmasters
Licensing Authority

Principal Authority Résumé Form

This form must be completed and signed by the person seeking to be authorised as the Principal Authority in a new licence application. The information provided will be used as part of the assessment as to whether a physical inspection will be necessary in advance of the licence decision.

Principal Authority means the individual responsible for the day-to-day management of the business.

You must complete this document accurately. The GLA will consider inaccurate or deliberately misleading information as a potential failure of the 'fit and proper persons' test and your application may be refused without further consideration. No refund will be made in such circumstances.

You may complete this form electronically. If completing a handwritten form please write clearly and use **black ink**.

Please return the completed form to the Licensing Team, Gangmasters Licensing Authority, PO Box 10272, Nottingham, NG2 9PB **within 10 working days**. Incomplete, ineligible or late submissions will lengthen the application process and may impact on the time taken to make the licence decision.

Applicant Details	
1	Applicants Unique Reference Number (URN)
2	Business Name (include Trading Name)
3	Name of Applicant (Principal Authority)

4 To assist the GLA in assessing your competency to perform the role of Principal Authority (Licensing Standard 1.2 - critical), please provide details of your previous experience in managing a relevant business or businesses (preferably within the last 5 years).

Please detail the business name, position within the company structure, dates of your involvement and the nature of your role. Where any example resulted in the business failing with associated Crown or other debts, or an adverse sanction of any kind, please provide relevant information.

Details:

SAMPLE

Please check your answer to the question and then read and sign the declaration below.

Declaration and Consent

Data Protection: information you provide will be held by the GLA. The information will be used together with other information gathered to assist you should be authorised as the Principal Authority for the specified licence holder. It may be checked with other Government Departments and authorities with the legal right to access information held by the GLA. It may also be checked with financial and other organisations involved in crime prevention for the purpose of preventing and detecting crime (including the Audit Commission and any other body with relevant audit powers). This includes overseas equivalents of UK government departments and enforcement bodies. Please write to the GLA if you wish to make a subject access request in relation to personal data held by the Authority. Information held by the GLA may be released on request under the Freedom of Information Act 2000.

The following section **must** be read, signed and dated.

- I understand and accept that the information contained in this document may also be shared and checked with other Government Departments and their agencies.
- I declare that the information given in this form and any supporting material is correct to the best of my knowledge and belief and that I have not deliberately omitted any necessary material or made an incorrect statement. I understand that my application may be refused if deliberate omissions or incorrect statements have been made.
- I further understand that deliberate omissions or incorrect statements may be liable to prosecution and/or sanction.
- I understand that the GLA may contact me by telephone and ask for details regarding personal information and any other information provided within this document. I consent to this subsequent information being used to assess my suitability to act as Principal Authority and to inform the licence application and GLA decision process.

6	Signature	
7	Name of Signatory	
8	Position of Signatory	
9	Date (dd / mm / yyyy)	/ /