

MEMO

Protective Services

Communities, Housing and Infrastructure

3rd Floor, Marischal College



ABERDEEN
CITY COUNCIL

To	Team Leader Legal and Democratic Services		
From	Tara-Erin Gilchrist Licensing Standards Officer, Environmental Services		
Email	tegilchrist@aberdeencity.gov.uk	Date	22 nd November 2016
Tel.	01224 522185	Our Ref.	AC0719
Fax.	01224 523887	Your Ref.	TAE/PAC

Licensing (Scotland) Act 2005

Premises Licence Review: Town House 1st December 2016 at 10.30 am

Premises Licence: (AC0719) Keystore Express, 50 Summerfield Terrace, Aberdeen

In my capacity as a Licensing Standards Officer, I was notified by the Litigation and Licensing section of Aberdeen City Council that the above named Premises had not paid their annual fee by the 1st October 2016.

I contacted the Premises manager on the 11th October, Joney Joey Thanabalasingham and informed him of the situation. Mr Thanabalasingham explained that payment had been made to Aberdeen City Council. I requested he contact the Licensing team in order to resolve the matter.

On noting that the payment had still not been received by Aberdeen City Council, I contacted Mr Thanabalasingham on the 31st October and requested a copy of the receipt. Please refer to the enclosed copy of the receipt.

I have since been informed that payment has been accepted by Aberdeen City Council.

Receipt Details

Customer details:
Aberdeen City Council
Marischal College
Broad Street
Aberdeen
AB10 1AB

Customer details:
Keystore Express
50 Summerfield Terrace
Aberdeen
Scotland
AB24 5JD

Receipt number ABWS00698774
Payment method Cash
Tendered 220.00
Change 0.00
Date/Time 29/09/2016 10:47:26

planfc2 £220.00
VAT Code C
Legal
Personal License Annual Fee

Total Amount £220.00

Thank you. Your payment for £220.00
has been accepted

Please retain for your records.

This is NOT a VAT receipt.

The annual fee in respect of your pre

Tara-Erin Gilchrist
Licensing Standards Officer