# APPLICATION FOR A STREET TRADING CONSENT: STANDARD SITE

All sections of this application form must be completed in full and legibly.

## TYPE OF APPLICATION:

(Please tick one option, as applicable.)

New

Renewal

PLEASE TICK BELOW WHICH PERIOD OF “CONSENT” YOU ARE APPLYING FOR:

|  |  |
| --- | --- |
| **Twelve months**  (Cost: £1294.00 - see payment options) |  |
| **Six months**  (1 x Single card payment of £697.00) |  |

PREFERRED PAYMENT OPTION (ONLY APPLICABLE TO A 12 MONTH CONSENT):

|  |  |
| --- | --- |
| **Single annual card payment**  (1 payment of £1294.00) |  |
| **1 x Card payment followed by 11 monthly direct debit payments**  (1 payment of £194.00 followed by 11 payments of £100.00) |  |
| **2 x Six-monthly card payments**  (2 payments of £697.00) |  |

## APPLICANT DETAILS:

|  |  |
| --- | --- |
| **Full name:** |  |
| **Trading name:** |  |
| **Address:** |  |
| **Postcode:** |  |
| **Telephone number:** |  |
| **Email:** |  |

## TRADING LOCATION DETAILS:

PROPOSED TRADING TIMES & DAYS (PLEASE STATE A.M. and P.M. FOR CLARITY):

|  |  |
| --- | --- |
| **Monday:** |  |
| **Tuesday:** |  |
| **Wednesday:** |  |
| **Thursday:** |  |
| **Friday:** |  |
| **Saturday:** |  |
| **Sunday:** |  |

## STALL / UNIT / VEHICLE DETAILS:

METRIC SIZE OF STALL / UNIT / VEHICLE (including any canopy / awning):

|  |  |
| --- | --- |
| **Length:** |  |
| **Width:** |  |
| **Height:** |  |

PLEASE LIST THE TYPES OF GOODS / PRODUCTS THAT WILL BE SOLD:

|  |
| --- |
|  |

IS YOUR STALL / UNIT / VEHICLE REGISTERED AS A FOOD BUSINESS?

(Tick as applicable)

Yes  No

WITH WHICH COUNCIL IS YOUR STALL / UNIT / VEHICLE REGISTERED AS A FOOD BUSINESS ESTABLISHMENT?

|  |  |
| --- | --- |
| **Name of council:** |  |

STALL / UNIT / VEHICLE OWNER DETAILS (if different from applicant):

|  |  |
| --- | --- |
| **Full name:** |  |
| **Address:** |  |
| **Postcode:** |  |
| **Home telephone. Number:** |  |
| **Mobile telephone. Number:** |  |
| **Email:** |  |

## CHECK LIST

The following additional information must be submitted with your application form.

Please note that should you fail to provide all of the items listed on the following page (unless such items are not applicable to your application), then your application will be deemed “void” and returned to you.

Please “tick” each box to confirm that you have enclosed the following additional information with your application.

|  |  |  |
| --- | --- | --- |
| **1.** | **The completed Street Trading Consent (standard site) application form** |  |
| **2.** | **The completed Direct Debit Mandate**  **(If paying by monthly instalments)** |  |
| **3.** | **Level 2 Food hygiene certificate (if a food business) and proof of registration as a food business (incl. Current Food Hygiene Rating Scheme Score)** |  |
| **4.** | **Current electrical and gas safety certificates (if applicable)** |  |
| **5.** | **Current public liability insurance (to a minimum value of £5,000,000)** |  |
| **6.** | **Evidence that the applicant and any person(s) operating the stall / vehicle / unit holds a valid right to work in the U.K. (UK or EU Passport, Birth Certificate, Residency Permit, etc.)** |  |
| **For applications for locations not already adopted by the council, the following items must also be included with your application:** | | |
| **7.** | **Evidence of consent given by the landowner for the business to trade from the location (private land only)** |  |
| **8.** | **Evidence that planning permission has been granted, or is not required to trade from the proposed location** |  |
| **9.** | **A map showing the proposed trading site, and showing all streets and other public areas covering a 200-metre radius surrounding the proposed street trading location** |  |
| **10.** | **Photographs of the stall / vehicle / unit from which trading is to take place (the photographs must clearly show the internal and external visual condition of the unit and all signage affixed to it)** |  |
| **11.** | **Copy of the A4 yellow notice placed at the proposed trading site** |  |

**PLEASE NOW COMPLETE THE DECLARATION ON THE FOLLOWING PAGE**

|  |
| --- |
| lock General Data Protection Regulation 2016 (GDPR) / Data Protection Act 2018 (DPA) - Privacy Notice. Under the GDPR and DPA, Ashfield District Council, Urban Road, Kirkby in Ashfield, Nottingham, NG17 8DA is a Data Controller for the information it holds about you. The Council will hold the information above provided by you for assessing your application. The lawful basis under which the Council uses personal data for this purpose is Public Task.  The information provided by you includes the following special categories of personal data:   * Physical or Mental Health * Genetic / Biometric data * Criminal History (including motoring offences)   Information in these categories is used by the Council on the basis that such use is necessary for reasons of substantial public interest, and in accordance with the provisions of the Data Protection Act 2018.  Your data will be held for a period of 6 years. Subject to some legal exceptions, you have the right to request a copy of the personal information the Council holds about you; to have any inaccuracies corrected; to have your personal data erased; to place a restriction on our processing of your data; to object to processing; and to request your data to be ported (data portability). The information provided by you may also be used for other functions carried out by the Council in accordance with GDPR and DPA. For more information about how the Council may use your data and to learn more about your rights please see the Council’s Privacy Statement: [**www.ashfield.gov.uk/privacy**](http://www.ashfield.gov.uk/privacy)  If you have any concerns or questions about how your personal data is processed, please contact the Council’s Data Protection Officer at the address at the bottom of this form or by email to [**dpo@ashfield.gov.uk**](mailto:dpo@ashfield.gov.uk) . If you are dissatisfied with the Council’s response you can complain to the Information Commissioner's Office in writing to: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or by telephone 0303 123 1113 (local rate) or 01625 545 745. |

## Declaration

I, the undersigned, hereby declare that the information contained in this application is true and accurate to the best of my knowledge.

I understand that if I knowingly or recklessly make a false statement or omit any material particularly in giving information as part of this application I shall be committing an offence and will be liable for prosecution.

I confirm I have read the General Data Protection Regulation 2016 (GDPR) / Data Protection Act 2018 (DPA) - Privacy Notice.

|  |  |
| --- | --- |
| **Signature of applicant:** |  |
| **Date:** |  |