

APPLICATION FORM FOR A STREET TRADING CONSENT



OFFICIAL USE ONLY
Consultation sent date

Local Government (Miscellaneous Provisions) Act 1982

Proposed site for trading	
----------------------------------	--

Surname		Mr/ Mrs/ Miss (Please delete as applicable)
First Names (in full)		
Full Address		
Telephone Number		Mobile Number
Date of Birth (if over 17 state 'over 17')		National Insurance Number

What do you intend to sell?	
Full description of vehicle (including registration number) of vehicle/stall	
Where will the stall/ vehicle/goods be kept overnight?	

If you sell food and store your vehicle / stall / or goods in Bracknell overnight, have you registered with Environmental Health?	Yes/ No*
--	----------

Proposed Trading Hours

	Start time	End time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Are you registered with another local authority	YES /NO *
If YES to the above please give details	

*Please delete as applicable

GUIDANCE NOTES

Available at www.bracknell-forest.gov.uk
C:\TEMP\MXLibDir\Street Trading New.doc

Local Government (Miscellaneous Provisions) Act 1982

Street Trading Consents can only be granted in a specific number of streets within the Borough. A list can be found at:

<http://www.bracknell-forest.gov.uk/environment/env-licensing/env-street-trading-licences.htm>

Alternatively you can contact the Licensing Team on 01344 352000 for further information.

Fees for licences 2008/2009

Please note that the maximum period of a street trading consent for a new application is **ONE MONTH**.

Period of Consent	£	Please tick
One Week (minimum fee) (including 1 assistant)	80.00	
One Month (including 1 assistant)	250.00	
Three Months (including 1 assistant)	600.00	Not applicable for new licence
Six Months	1000.00	Not applicable for new licence
Other Applicable Fees		
Additional Assistants	34.00	

Standard conditions will be attached to the consent and can be viewed at:

<http://www.bracknell-forest.gov.uk/environment/env-licensing/env-street-trading-licences.htm>

These may be varied for an individual pitch at the discretion of the licensing authority. Additional unique conditions may also be imposed and will be discussed with you first.

All applicants must be over the age of 17 and hold a current Basic Food Hygiene Certificate (where applicable and valid for a maximum of 3 years).

The application form must be completed and all additional information provided. Failure to do so will mean that the application is invalid and will NOT be processed. Once the application has been received, it will be subject to a consultation period of 28 days

Where the grant of your application is refused, you have the right of appeal. Should you wish to lodge an appeal then you must do so within 7 days from the date of the decision. Appeals must be made in writing to Robert Sexton, Head of Trading Standards and Licensing, Bracknell Forest Borough Council, Time Square, Market Street, Bracknell, RG12 1JD.

Renewals

You **MUST** submit a completed application form for renewal before the expiry of your existing consent. Failure to do so will mean that you will be unable to trade once your consent has expired. **It is an offence to trade without a consent and if you are caught trading in this period you may face prosecution, which on summary conviction may lead to a fine of up to £1000 (level 3).**

If you miss your renewal date you must then submit a **NEW** completed application for a street trading consent and you will **NOT** be able to trade until this has been issued.

If you fail to renew your consent prior to the expiry date, your pitch may be offered to a new applicant.

Payment Information

Payment can be made in the following ways:

By Cash or Cheque (made payable to Bracknell Forest Borough Council) at Time Square. Please allow 28 days for the cheque to clear.

By Credit or Debit card at Time Square or over the phone on 01344 352000.

Please tick to confirm you have enclosed the following with your application:

<input type="checkbox"/>	A receipt showing payment of the fee (non-refundable) or a cheque made payable to Bracknell
--------------------------	---

	Forest Borough Council.
	A location plan with the exact location you require marked in red
	A copy of the permission of the land owner (where on land other than a highway or on land owned by Bracknell Forest Borough Council)
	One photograph of the trader and of the vehicle / stall
	Current Basic Food Hygiene Certificate
	Current Public Liability Insurance
	Most recent Food Hygiene inspection if applicable

In addition please tick to confirm that you:

	Are registered with the Environmental Health department where the vehicle/ goods are to be stored overnight (if food related)
	Have applied for or have a premises licence if the consent is for trading between the hours of 11pm to 5am and is for hot food or drink and will be from 24 November 2005
	Will be available with the stall/ vehicle for inspection by Environmental Health if required
	Have applied separately for your additional assistant(s) to be included on the consent
	Understand that if you do not comply with the above requirements your application will be rejected

The completed form, fees and any enclosures should be handed into the Environment, Culture and Communities Department reception, Time Square, Market Street, Bracknell, RG12 1JD. Please note only fully completed applications with all the correct fees and enclosures will be accepted.

If the application is withdrawn before determination up to 50% of the fee may be refundable. If the application is determined fees can only be refunded in exceptional circumstances.

An applicant commits an offence if they knowingly or recklessly make a false statement or omit any relevant information and any licence issued may be revoked.

Information provided on application forms will be disclosed to other agencies such as the Police where there is a legal requirement to do so, for example in relation to the investigation of a suspected offence.

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing and administering public funds for these purposes. For further information, see www.bracknell-forest.gov.uk/nfi or contact Internal Audit on 01344 352322.

PLEASE NOTE: This application form is open to inspection by the public.

Declaration:

I hereby certify that all statements in this application are correct and true to the best of my knowledge. I have read the guidance supplied, enclosed any required documentation and fees, and agree to abide by the conditions placed on the licence should it be granted.

Signature Print Name

Date signed

CONSENT STREETS

Bracknell

Bagshot Road
Bay Drive
Bay Road
Berkshire Way
Benetfield Road
Binfield Road
Birch Hill Road
Bog Lane
Brants Bridge
Broad Lane
Bucklebury
Bull Lane
Bullbrook Row
Bullbrook Drive
Bywood
Church Road
Crown Row
Crowthorne Road
Depfield Road
Doncastle Road
Downmill Road
Downshire Way
Eastern Road
Easthamstead Road
Ellesfield Avenue
Folders Lane
Great Hollands Road
Great Hollands Square
Gypsy Lane
Hanover Gardens
Hanworth Road
Harmans Water Road
High Street (Outside The Ring)
Holly Spring Lane
Horndean Road
Largers Lane
Leppington
Lily Hill Drive
Lily Hill Road
Liscombe
London Road
Longshot Lane
Lovelace Road
Lovel Road
Market Street
Netherton
Mill Lane
Moordale Avenue
Mount Lane
Mount Pleasant
Netherton
Nine Mile Ride
Oldbury
Old Wokingham
Opladen Way
Pembroke
Pondmoor Road
Priestwood Court Road
Ralphs Ride
Ranelagh
Rhododendron Walk
Sandy Lane
St Anthony's Close

Staplehurst
Wellington Drive
Wentworth Way
Whitton Road
Winkfield Road
Winkfield Row
Wordsworth
Park Road
Priory Lane
Ralphs Ride
Rectory Lane
Rectory Row
Reeds Hill
Ringmead
Rounds Hill
Shepherds Lane
Skimped Hill
Skimped Hill Lane
South Hill Road
South Road
Station Road
The Ring
Town Centre Bypass
Warfield Road
West Road
Western Road
Wildridings Road
Wokingham Road

Winkfield

Bagshot Road
Bracken Way
Bracknell Road
Bracknell Road
Braziers Lane
Chavey Down Road
Church Road
Cocks Lane
Coronation Road
Drift Road
Fembank Crescent
Fernbank Place
Fembank Road
Forest Road
Hatchet Lane
Kings Ride
Locks Ride
London Road
Longhill Road
Lovel Road
Lovell Lane
Maidens Green
Mendip Road
Mill Ride
New Forest Ride
New Road
North Street
Pigeonhouse Lane
Priory Road
Sandy Lane
Savenake Lake.
Sunninghill Road
Swinley Road
Warfield Lane
Warren Row
Windsor Road
Winkfield Road
Winkfield Road

Wychwood Avenue

Warfield

Ascot Road
All Saints Drive
Bracknell Road
Cocks Lane
County Lane
Forest Road
Goughs Lane
Harvest Ride
Jigs Lane North
Jigs Lane South
Kingscroft Lane
Maidenhead Road
Maize Lane
Malt Hill
Osbourne
Quelm Lane
Temple Way
Warfield Road
Warfield Street
Wellers Lane

Crowthorne

Bracknell Road
Cambridge Road
Church Street
Dukes Ride
Eastern Lane
Foresters Way
High Street
Kentigerne Drive
Lower Broadmoor Road
Old Wokingham Road
Sandhurst Road
Upper Broadmoor Road
Waterloo Road

Binfield

Beehive Road
Benetfeld Road
Berkshire Way
Binfield Road
Bottle Lane
Cain Road
Church Hill
Church Lane
Forest Road
Foxy Lane
Howe Lane
Jocks Lane
John Nike Way
Western Hill
Wicks Green
London Road
Marsh Road
Murrel Hill Lane
Oakmead Place
Peacock Lane
Popeswood Road
Ruehurst Lane
St Marks Road
Temple Way
Terrace Road North
Terrace Road South
Turnpike Road

Twyford Road

Sandhurst

Albion Road
Branksome Hill Road
College Road
Crowthorne Road
Evloten Way
Foresters Way
High Street
Grampion Road
Goughs Meadows
Laundry Lane
Lower Church Road
Lower Wokingham
Owlsmoor Road
Marshall Road
Pinefields Close
Prince Drive
Rookwood Avenue
Rackstraw Road
Silver Hill
Tank Road
Wellington Road
Wokingham Road
Yeovil Road
Yorktown Road