

VARIATION APPLICATION FORM FOR A STREET TRADING CONSENT



OFFICIAL USE ONLY Consultation sent date.....
--

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982

Site of Trading	
------------------------	--

Current Licence Number	LN/
-------------------------------	-----

Surname		Mr/ Mrs/ Miss (Please delete as applicable)
First Names (in full)		
Full Address		
Telephone Number		Mobile Number

Are you changing the vehicle from which you are trading?	Yes/ No*
If YES to the above please provide full details of the new vehicle (incl. Registration number)	

Are you changing the days and/ or times which you will trading?	Yes/ No*
If YES to the above please provide full details of the changed trading hours in the table below.	

Proposed Trading Hours

	From	To
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

*Please delete as applicable

GUIDANCE NOTES

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.

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 no objections have been received, the Licensing Team will issue the consent. Where objections are received, the Licensing Team will attempt to resolve these and issue the licence as soon as possible.

Refusal of application

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 Services, 1st Floor South, Time Square, Market Street, Bracknell RG12 1JD.

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:

	A receipt showing payment of the fee (non-refundable) or a cheque made payable to Bracknell Forest Borough Council.
	Current Public Liability Insurance
	Up to date list of assistants and photos

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)
	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 any additional assistant(s) that you now have 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.

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 only be disclosed to other agencies, for example Police and DVLA, where there is a legal requirement to do so.

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