

Application for Container/Portable Cabin Licence
 In accordance with the Highways Act 1980

Information provided will solely be used for the purpose of this application. For further details please view our Privacy Notice at: www.lambeth.gov.uk/parking-transport-and-streets



To: **Lambeth Environment- Highways Licensing**
 PO Box 734 Winchester SO23 5DG
 Tel: 020 7926 0524 Email: neighbourhoods@lambeth.gov.uk

To be completed only by person depositing structure on the highway

All fields must be filled in

1. I/We hereby make application for a licence to deposit/set up a Container/Portable cabin (delete as required)

At (give full site address)

For the purpose of (give concise details):

Start Date:

Street in which structure is required	Length of structure	Width of structure	Width of public highway in which structure will be placed
	Metres	Metres	Metres

(Please complete separate forms for streets/locations required, if more than one)

2. I/We undertake and agree to set up and maintain the Container/Portable cabin, and continue the licence in all respects to the satisfaction of the Council and in accordance with the statutory provisions attached. I/We acknowledge I/We have carefully read, and agree to conform to the conditions and regulations as stated.

Name of firm/Applicant :(in capital letters)

Address:

..... Postcode

Tel: Mob:..... Fax:

Email..... Name:

Signature: Date:

- Please attach a copy of an up-to-date **Public Liability Insurance** policy (to the value of not less than £5,000,000) – it is a legal requirement for businesses to have Public Liability Insurance.
- **The licence and inspection fee must accompany the application form.**
- Please contact 020 7960 4050 to gain approval for works being carried out within a TFL (red route) area. Separate licences are required where work being undertaken at a property encroaches on two roads (e.g. corner properties) as they come under different licensing jurisdictions. (TFL - red) / Lambeth – all other routes)
- Please provide all information required as the application form will be returned if incomplete.
- On approval, the licence will be posted to address of applicant.
- **20 working days** notice is required to process this application.
- Please contact Parking Shop on 020 7926 6262 to suspend parking restrictions in controlled parking zone (at a fee) if applicable to the location.
- Applicants are particularly reminded of the Town & Country Planning (Control of Advertisements) Regulations 1960.

The Council (where applicable) has given the appropriate consents:

Non-refundable Licence Fee: £576.00 (including inspection fee) valid for 3 months (subject to change every financial year)

Renewal Fee: £384.00 - (including re-inspection Fee) request in writing must be submitted 20 working days before the current licence expires, if not new licence fee will apply

Deposit Fee: £300 - **Standard Size - over 5.5m (6 cubic yds), up to 9m (10 cubic yds)**
£450 - **Large Size - over 9m (10 cubic yds)**

~~Upon site inspection an additional deposit fee may be required~~

Cheques: London Borough of Lambeth
(Separate cheques for Deposit and Licence Fees - Please also submit the company **BACS** details on a separate **letter headed** document for refund of deposit fee purposes)

Post to: **Lambeth Environment - Highways Licensing**, PO Box 734 Winchester
SO23 5DG

Email to: neighbourhoods@lambeth.gov.uk

**Please Note: - Applications cancelled through no fault of the Council will not be refunded
Faxed applications will not be accepted.**

Environment Credit Card Payment Form

Request for (Type of Licence required):

Premises/Site address:

Postcode: _____

CARD DETAILS:

Type of card: Delta Switch Visa Mastercard Solo

Card Number Security Code

Expiry date: ____/____/____ Issue Date ____/____/____ Issue no ____ (If applicable)

Amount to be debited: £ ____:____ Signature of cardholder: _____

CARD HOLDER'S DETAILS:

Name on card: Mr/Mrs/Miss/Ms _____

Address: _____

_____ Post code: _____

Contact Number: _____ Fax Number: _____

*** You can email this form to neighbourhoods@lambeth.gov.uk ***

For office use only:

Date: _____

Processed by (initial) _____

Time: _____

*** Please note incorrect forms will lead to a delay in your application being processed ***

*** Please note a non-refundable 1.65% surcharge is applicable for payments made by credit card ***