

Please use this application to apply for any of the following licences

• **Hording** • **Scaffold** • **Fence** • **Crane** • **Cherry Picker** • **Mobile Tower** • **Hoist**



In accordance with the Highways Act 1980

Completed forms should be sent / emailed to:

Lambeth Environment - Highway Licensing
PO BOX 734, Winchester, SO23 5DG
Tel: 0207 926 6262 Email: environment@lambeth.gov.uk

All fields must be filled in

1 - I/We hereby make application for a licence to erect / set up a

Hording / Scaffold / Fence / Crane / Cherry Picker / Mobile Tower / Hoist / Conveyor Fan (delete as required)

At (give full site address):

For the purpose of (give concise details)

Start Date:

Street / location for which structure is required		Projection over public highway measured from back line of public footway	Number of poles to be erected on public footway	The full width of the public footway on which it is proposed to erect the structure
Length	Height			
Metres	Metres	Metres	Poles	Metres

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

2 I/We undertake and agree to set up and maintain the Hording / Scaffold / Fence / Crane / Cherry Picker / Mobile Tower / Hoist, 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 will conform to the conditions and regulations as stated.

Name of firm / Applicant: (in capital letters)

Address:.....

Tel: Mob: Fax:

Email:..... Name:

Signature:..... Date:

The information provided on this form 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

Terms & Conditions

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

- Please attach a copy of an up-to date Public liability policy (To the value not less than £5,000,000) it is a legal requirement for businesses to have Public Liability Insurance.
- **The licence and inspection fees must accompany the application form.**
- Please contact 0207 960 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 the Parking & Licencing Team on 0207 926 6262 to suspend parking restrictions in controlled parking zones (at a fee) if applicable to location.
- Applicants are particularly reminded of the Town & Country Planning (Control of Advertisements) Regulations 1960.

Fees & Payments

Once application form has been submitted we will call you to take payment, if a cheque has not been provided.

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
Deposit Fee:	To be advised upon site inspection
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 the deposit fee purposes)
Post to:	Lambeth Environment - Highways Licensing PO BOX 734, Winchester, SO23 5DG
Email to:	Environment@lambeth.gov.uk

Please Note: Applications cancelled through no fault of the council will not be refunded. Applications submitted by Fax will not be accepted.

