

Application for Licence for Storage of Building Materials
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



All fields must be filled in

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
the person depositing
structure on the highway**

1. I/We hereby make application for a licence to Store Materials

At (give full site address):

For the purpose of (give concise details):

Start Date:

Length of materials	Width of materials	Type of materials
Metres	Metres	

2. I/We undertake and agree to store and maintain the Building Materials, and continue the licence in all respects to the satisfaction of the Council and in accordance with the statutory provisions attached. I/We acknowledge that 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 Council (where applicable) has given the appropriate consents:

- Please attach a copy of an up-to-date **Public Liability Insurance** 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 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 control parking zone areas (at a fee) if applicable to location.
- Applicants are particularly reminded of the Town & Country Planning (Control of Advertisements) Regulations 1960.

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: **£150** – 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 ***