



# Market trading licence Grant, renewal or registration application form

Office use only

Date of licence issue:

Version: Dec 2011

Office receipt date stamp

You must answer all the questions on this form. If a question does not apply to you, please write 'not applicable' or 'n/a' in the space given. If you do not complete this form in full your application may be rejected. Please return this form to the Street Trading Office.

You will need to give us the following proof in support of your application. Please see the Guidance Notes for details of acceptable documents. You must give us originals; photocopies cannot be accepted. (Please tick ✓ the items you have included with this form)

1. Proof of identity	<input type="checkbox"/>	4. Proof of Address (less than 3 months old)	<input type="checkbox"/>
2. Proof of National Insurance number	<input type="checkbox"/>	5. Your bank details (if paying by Direct Debit)	<input type="checkbox"/>
3. Public liability insurance certificate	<input type="checkbox"/>		

## About you

Title:  Mr  Mrs  Ms  Miss  Other

Date of birth:  /  /

First name:  Last name:

Address: (including postcode)

Telephone number:  Mobile Number:

Email address:

Name of your company:

Registered address of your company: (including postcode)

Registered company number:  Vat registration number:

Do you need a permit to work in the UK?  
(Please tick ✓ one box) Yes  No

Do you have a work permit?  
Yes  No

Do you need special assistance to work due to a disability?  
(Please tick ✓ one box) Yes  No

If yes, what assistance do you need?

# About the licence you are applying for

Please tick the street market(s) and write the pitch number(s) that you want to trade in.

Market	Please tick (✓)	Pitch number
Electric Avenue (Brixton)		
Popes Road (Brixton)		
Brixton Station Road (Brixton)		
Isolated pitches		

Market	Please tick (✓)	Pitch number
Lower Marsh (Waterloo)		
Isolated pitches – Fri - Sat only (Tunstall Rd)		
Non-Commercial – Mon – Thurs only (Tunstall Rd)		
Event or specialist site		

Are you applying for a new licence or a renewal?  
(Please tick ✓ one box)

New licence       Renewal

Which licence are you applying for?  
(Please tick ✓ one box)

Permanent       Temporary  
 Assistant       Event/specialist

If you are applying for a new licence and you are currently registered with us as a temporary trader, how long have you been trading in Lambeth?

Which licence category are you applying for?  
(Please select from the category sheet)

Which three goods, articles or items do you want to sell or what services do you want to supply from this category? (Please write the three commodities, giving the category number and commodity letter)

<b>Commodity 1:</b> (Please describe)		<b>Category number and commodity letter</b>	
<b>Commodity 2:</b> (Please describe)		<b>Category number and commodity letter</b>	
<b>Commodity 3:</b> (Please describe)		<b>Category number and commodity letter</b>	

What is the address where your stall and the goods, articles or items to be sold will be stored?  
(Please include the postcode)

If you are applying for a category 4 licence for commodities c, b, d, h or i, you must answer the following.

Do you have a valid Food Hygiene certificate?  
(Please tick ✓ one box)

Yes       No       Not applicable

Have you registered as a Food Business in Lambeth?  
(Please tick ✓ one box)

Yes       No       Not applicable

Have you had a Food Hygiene and Food Standards Inspection?  
(Please tick ✓ one box)

Yes       No       Not applicable

On which of your premises was the inspection carried out?  
(Please tick ✓ one box)

Stall or trailer  
 Food preparation area  
 Both

Do you have a Periodic Inspection Report for your Electrical Installations?  
(Please tick ✓ one box)

Yes       No       Not applicable

Do you have a Gas Safety Record for your gas installations?  
(Please tick ✓ one box)

Yes       No       Not applicable

## Previous trading and other information

Are you licensed or have you ever been given a licence to street trade by another council? (Please tick ✓ one box)

Yes  No

If yes, please tell us the following.

Which council gave you the licence?

What was or is the licence number?

What was or is your stall number?

Which street was or is your stall located in?  
(Permanent traders only)

What were or are your trading days?

When did you stop trading and why?

You can register up to four assistants if you are applying for a permanent licence, or two if you are applying for a temporary licence. You will need to get the signature of each assistant.

Do you intend to employ an assistant(s)? (Please tick ✓ one box)

Yes  No

If yes, you will need to ask them to complete the "Additional Information for Assistants" page(s).

If you are given a permanent licence, you have the right to name a relative whom you would want to take over your license in the event of retirement, ill-health or death.

If you are given a permanent licence, tell us the name and address of the relation you want your licence to be given to in the event of retirement, ill-health or death. (Please tick ✓ to state relationship)

Parent / grandparent / guardian  Partner / spouse  Child / grandchild  Sibling

Name:

Address:

Please answer yes or no to the following. Stating yes does not mean you will not be given a licence.

Have you ever been convicted of a criminal offence?  
(Please tick ✓ one box)

Yes  No

Have you ever been declared insolvent or bankrupt?  
(Please tick ✓ one box)

Yes  No

Have you ever had a Debt Relief Order?  
(Please tick ✓ one box)

Yes  No

Are you in receipt of any state benefits?  
(Please tick ✓ one box)

Yes  No

If yes, please state which ones.

Your personal information will be held and used in accordance with the Data Protection Act 1998. The Council will not disclose such information to any unauthorised person or body but where appropriate will use such information in carrying out its various functions and services. The council may also use this data in connection with the prevention or detection of fraud or other crime.

## Declaration

I confirm that the information given above is correct and complete and I know that I may be prosecuted if I give incorrect information.

Signature:

Date:

## Additional Information for assistants

You can register up to four assistants if you are applying for a permanent licence, or two if you are applying for a temporary licence. Each assistant will need to complete this form and sign the declaration.

They will also need to give us the following proof in support of your application. We must have originals, photocopies cannot be accepted. (Please tick ✓ the items you have included with this form)

- |   |                          |   |                          |
|---|--------------------------|---|--------------------------|
| 1. Proof of identity                      | <input type="checkbox"/> | 4. Proof of Address<br>(less than 3 months old)     | <input type="checkbox"/> |
| 2. Proof of National Insurance number     | <input type="checkbox"/> | 5. Your bank details (if paying by<br>Direct Debit) | <input type="checkbox"/> |
| 3. Public liability insurance certificate | <input type="checkbox"/> |   |                          |

### About you (Assistant 1)

Title:  Mr  Mrs  Ms  Miss  Other      Date of birth:   /   /

First name:       Last name:

Address:  
(including postcode)

Telephone number:       Mobile Number:

Email address:

Please answer the following questions by ticking one of the boxes below (Please tick ✓ one box)  
Stating yes does not mean you are not eligible to be a trading assistant.

Do you need a permit to work in the UK?       Yes  No

Do you need special assistance to work due to a disability?       Yes  No

Have you ever been convicted of a criminal offence?       Yes  No

Have you ever been declared insolvent or bankrupt?       Yes  No

Are you in receipt of any state benefits?       Yes  No

If yes, please state which ones.

Are you licensed or have you ever been given a licence to street trade by another council?       Yes  No

Which council gave you the licence?

What was or is your licence number?

What was or is your stall number?

Which street was or is your stall located in?

What were or are your trading days?

When did you stop trading and why?

### Declaration

I confirm that the information given above is correct and complete and I know that I may be prosecuted if I give incorrect information.

Signature:       Date:

## Additional Information for assistants

You can register up to four assistants if you are applying for a permanent licence, or two if you are applying for a temporary licence. Each assistant will need to complete this form and sign the declaration.

They will also need to give us the following proof in support of your application. We must have originals, photocopies cannot be accepted. (Please tick ✓ the items you have included with this form)

- |   |                          |   |                          |
|---|--------------------------|---|--------------------------|
| 1. Proof of identity                      | <input type="checkbox"/> | 4. Proof of Address<br>(less than 3 months old)     | <input type="checkbox"/> |
| 2. Proof of National Insurance number     | <input type="checkbox"/> | 5. Your bank details (if paying by<br>Direct Debit) | <input type="checkbox"/> |
| 3. Public liability insurance certificate | <input type="checkbox"/> |   |                          |

### About you (Assistant 2)

Title:  Mr  Mrs  Ms  Miss  Other      Date of birth:   /   /

First name:       Last name:

Address:  
(including postcode)

Telephone number:       Mobile Number:

Email address:

Please answer the following questions by ticking one of the boxes below (Please tick ✓ one box)  
Stating yes does not mean you are not eligible to be a trading assistant.

Do you need a permit to work in the UK?  Yes  No

Do you need special assistance to work due to a disability?  Yes  No

Have you ever been convicted of a criminal offence?  Yes  No

Have you ever been declared insolvent or bankrupt?  Yes  No

Are you in receipt of any state benefits?  Yes  No

If yes, please state which ones.

Are you licensed or have you ever been given a licence to street trade by another council?  Yes  No

Which council gave you the licence?

What was or is your licence number?

What was or is your stall number?

Which street was or is your stall located in?

What were or are your trading days?

When did you stop trading and why?

### Declaration

I confirm that the information given above is correct and complete and I know that I may be prosecuted if I give incorrect information.

Signature:       Date:

## Additional Information for assistants

You can register up to four assistants if you are applying for a permanent licence, or two if you are applying for a temporary licence. Each assistant will need to complete this form and sign the declaration.

They will also need to give us the following proof in support of your application. We must have originals, photocopies cannot be accepted. (Please tick ✓ the items you have included with this form)

- |   |                          |   |                          |
|---|--------------------------|---|--------------------------|
| 1. Proof of identity                      | <input type="checkbox"/> | 4. Proof of Address<br>(less than 3 months old)     | <input type="checkbox"/> |
| 2. Proof of National Insurance number     | <input type="checkbox"/> | 5. Your bank details (if paying by<br>Direct Debit) | <input type="checkbox"/> |
| 3. Public liability insurance certificate | <input type="checkbox"/> |   |                          |

### About you (Assistant 3)

Title:  Mr  Mrs  Ms  Miss  Other Date of birth:   /   /

First name:  Last name:

Address:  
(including postcode)

Telephone number:  Mobile Number:

Email address:

Please answer the following questions by ticking one of the boxes below (Please tick ✓ one box)  
Stating yes does not mean you are not eligible to be a trading assistant.

Do you need a permit to work in the UK?  Yes  No

Do you need special assistance to work due to a disability?  Yes  No

Have you ever been convicted of a criminal offence?  Yes  No

Have you ever been declared insolvent or bankrupt?  Yes  No

Are you in receipt of any state benefits?  Yes  No

If yes, please state which ones.

Are you licensed or have you ever been given a licence to street trade by another council?  Yes  No

Which council gave you the licence?

What was or is your licence number?

What was or is your stall number?

Which street was or is your stall located in?

What were or are your trading days?

When did you stop trading and why?

### Declaration

I confirm that the information given above is correct and complete and I know that I may be prosecuted if I give incorrect information.

Signature:  Date:

## Additional Information for assistants

You can register up to four assistants if you are applying for a permanent licence, or two if you are applying for a temporary licence. Each assistant will need to complete this form and sign the declaration.

They will also need to give us the following proof in support of your application. We must have originals, photocopies cannot be accepted. (Please tick ✓ the items you have included with this form)

- |   |                          |   |                          |
|---|--------------------------|---|--------------------------|
| 1. Proof of identity                      | <input type="checkbox"/> | 4. Proof of Address<br>(less than 3 months old)     | <input type="checkbox"/> |
| 2. Proof of National Insurance number     | <input type="checkbox"/> | 5. Your bank details (if paying by<br>Direct Debit) | <input type="checkbox"/> |
| 3. Public liability insurance certificate | <input type="checkbox"/> |   |                          |

### About you (Assistant 4)

Title:  Mr  Mrs  Ms  Miss  Other Date of birth:   /   /

First name:  Last name:

Address:  
(including postcode)

Telephone number:  Mobile Number:

Email address:

Please answer the following questions by ticking one of the boxes below (Please tick ✓ one box)  
Stating yes does not mean you are not eligible to be a trading assistant.

Do you need a permit to work in the UK?  Yes  No

Do you need special assistance to work due to a disability?  Yes  No

Have you ever been convicted of a criminal offence?  Yes  No

Have you ever been declared insolvent or bankrupt?  Yes  No

Are you in receipt of any state benefits?  Yes  No

If yes, please state which ones.

Are you licensed or have you ever been given a licence to street trade by another council?  Yes  No

Which council gave you the licence?

What was or is your licence number?

What was or is your stall number?

Which street was or is your stall located in?

What were or are your trading days?

When did you stop trading and why?

### Declaration

I confirm that the information given above is correct and complete and I know that I may be prosecuted if I give incorrect information.

Signature:  Date:

## Promoting equality

Please help us to make sure that we meet the needs of all groups in the community by filling in this part of the form. You do not have to fill it in, but it will help us if you do.

What is your ethnic group? (Please tick ✓ one box)

I do not want to fill in this section.

**White**

British

Irish

Any other white background

If 'Other', please give details

**Mixed**

White and black Caribbean

White and Asian

White and black African

Any other mixed background

If 'Other', please give details

**Black, black British**

Caribbean

African

Any other black background

If 'Other', please give details

**Asian**

Indian

Bangladeshi

Pakistani

Any other Asian background

If 'Other', please give details

**Chinese or other ethnic group**

Chinese

Any other ethnic background

If 'Other', please give details

Are you: Male  Female

Do you consider yourself to have a disability? Yes  No

If English is not your first language and you need help filling in this form, please contact the Street Trading Office on 020 7926 0524.

Spanish

Si desea esta información en otro idioma, rogamos nos llame al

Portuguese

Se desejar esta informação noutro idioma é favor telefonar para

French

Si vous souhaitez ces informations dans une autre langue veuillez nous contacter au

Bengali

এই তথ্য অন্য কোনো ভাষায় আপনার প্রয়োজন হলে অনুগ্রহ করে ফোন করুন

Twi

Se wope saa nkaeboy yi wo kasa foforo mu a fre

Yoruba

Tí ẹ ba fẹ imoràn yíí, ní èdè Òmíràn, ẹjò, ẹ kàn wà l'ágogo

If you would like this information in large print, Braille, on audio tape or in another language, please phone 020 7926 9000.

Please return this form by post or in person to: Business Compliance Team, 6th Floor, International House, Canterbury Crescent, London SW9 7QE