

# Permanent Street Trading Licence Application Form

This form can be used to apply for Permanent Street Trading Licence. Once completed please send to The Licensing Team, Community Protection (Regulation), 8<sup>th</sup> Floor, 2 Bristol Avenue, Colindale, London, NW9 4EW

Applicants Details			
Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>
Surname		First names	
Other Title (for example, Rev)			
I am 18 years old or over <input type="checkbox"/> Please tick yes			
Current postal address			
Post Town		Postcode	
Daytime contact telephone number			
Mobile Number			
E-mail address			

Have you had a street trading licence revoked by this authority?	Yes	No
Have you had any enforcement action taken against you for unlawful street trading activities within borough?	Yes	No
Have you (the applicant) ever been convicted on unlicensed street trading?	Yes	No
Have you (the applicant) ever been convicted of a food hygiene offence?	Yes	No
Have you (the applicant) ever been convicted of violent behaviour?	Yes	No

Premises Details			
Name of Business			
Address of Business			
Post Town		Postcode	
Premises Telephone Number			

### Length of licence Period

How many years would you like this licence to run for?  
Please note that an annual fee is due for payment on each year the licence is active)

1 Year

2 Years

3 Years

### Please specify which type of trading/service you will be offering:

Please tick

Tables and Chairs

Display of goods

If you are displaying goods, please specify which type of goods/products you will be on display:

### Select the days of the week you wish to trade (please tick)

MON

TUES

WED

THURS

FRI

SAT

SUN

### Advertisement 'A' Board

Number of A Boards

Please indicate the number of Advertisement Boards that you will be displaying within your proposed trading area

### Additional Information

Please outline how you will address the removal of refuse from the site.

Please outline how you will address the noise nuisance caused by the site

**The below information/documentation needs to be sent to the Licnesing Team with your completed application form and fee.**

Please note that if you have not provided the necessary documents then your application will not be granted.

<ul style="list-style-type: none"> <li>Evidence of <b>PUBLIC LIABILITY INSURANCE</b> in respect of anything to be done pursuant to the licence as the authority may require</li> </ul>					
<ul style="list-style-type: none"> <li>A plan clearly showing the proposed area covered by the licence in relation to the highway. The plan should also show the positioning of any items (including A Boards) that you are placing in the Highway. If you cannot provide this plan to scale, measurements should be shown clearly.</li> </ul>					
<ul style="list-style-type: none"> <li>Evidence of the right to occupy the premises e.g. the lease</li> </ul>					
<ul style="list-style-type: none"> <li>Photos or brochures showing the proposed type of furniture to be placed on the highway</li> </ul>					
<ul style="list-style-type: none"> <li>Photos of the A Board(s) that you wish to display within the trading area</li> </ul>					
<ul style="list-style-type: none"> <li>A passport sized photo ff the proposed licence holder</li> </ul>					
<ul style="list-style-type: none"> <li>Non-refundable application Fee of £100. Please indicate below how you will be making this payment</li> </ul> <table border="1" style="width: 100%;"> <tr> <td>Postal Order or Cheque made payable to London Borough of Barnet</td> <td></td> </tr> <tr> <td>Card payment will be made over the phone with the member of licensing team</td> <td></td> </tr> </table> <p>Please note that you will have to pay the issuing fee of <b>£450</b> should your application be granted, before we will issue you your licence. <b>No street trading can take place until you have been issued a licence.</b></p>	Postal Order or Cheque made payable to London Borough of Barnet		Card payment will be made over the phone with the member of licensing team		
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**Declaration**

I, the undersigned, understand and agree that:

- (1) No street trading will take place until such time as a Licence has been granted for my premises
- (2) Any damage to the public highway resulting from your trading activities that requires repairs to be carried out by the council, will be charged to, and paid for in full by the licence holder.
- (3) Public liability insurance covering a minimum of £2million shall be in place for the premises. This **Public Liability** Insurance must cover for the period in which I occupy the public highway as required in the conditions.
- (4) Should my application be successful that all articles/equipment/furniture used for the purpose of street trading must be taken off the public highway between 11pm and 7am
- (5) Should my application be successful, I understand that a further fee of £300 must be paid before the licence is issued to me
- (6) I must adhere to the councils Street Trading Licence Conditions and any other conditions that may be attached to any licence I may be granted.
- (7) I must pay the annual fee each year for the term of the licence by the anniversary date of the grant of the licence. Failure to do so could result in my licence being revoked.

I (the applicant) confirm that the above details are correct and acknowledge that the above must be conducted in accordance with the requirements of the legislative acts and the associated legislation and codes of practice, together with any other conditions imposed by the London Borough of Barnet. I also acknowledge the need for me to pay the prescribed fees that are imposed by the London Borough of Barnet.

Signed		Print Name	
		Date	