



DERRY CITY COUNCIL

Street Trading Act (NI) 2001

Application For Grant Of A Street Trading Licence

Title: _____		Forename(s): _____	
		Surname: _____	
Previous surname (if applicable): _____			
Date Of Birth: ____ / ____ / ____		National Insurance No: _____	
Home Address: _____ _____ _____			
Post Code: _____		Telephone no: _____	
Mobile telephone no: _____			
Business Address (if different from above): _____ _____ _____ _____			
Post Code: _____		Telephone no: _____	
Previous Home Address (within last five years): _____ _____ _____ _____			
Post Code: _____			
Do you wish to trade as a stationary or mobile trader? (Tick one box)			
Stationary <input type="checkbox"/>		Mobile <input type="checkbox"/>	
If stationary, name of street in which you wish to trade: _____ _____			
Location within street: _____ (Include location map if necessary)			
If mobile, area or areas of the council's district in which you wish to trade _____ _____ _____			
(Continue on a separate sheet, if necessary)			

Days on and times during which trading is to take place:

DAY	DATE(S)*	TIMES
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

* Provide date(s) if applying for a temporary licence

Description of receptacle to be used (vehicle, trailer, stall):

If vehicle or trailer give registration mark: _____

Maximum dimensions of receptacle including any overhanging awning, outward opening doors to service hatch, etc.

Length × Width (Give in Metres)

Description of articles, things or services in which you wish to trade:

IF SELLING FOOD –

Are you registered as a food business? YES/NO

If “yes”, name of local authority where registered:

Will bottled gas be used? YES/NO

Will a generator be used for power? YES/NO

ARRANGEMENTS FOR STORAGE OF ARTICLES OR THINGS AND RECEPTACLES

Articles/things to be stored at: _____

Receptacle to be stored at: _____

I hereby apply to Derry City Council for the grant of a street trading licence. I understand that if I have made a statement, which I know to be false in a material particular, my application may be refused or any licence granted as a result of this application may be revoked.

SIGNED _____ **DATE** _____

(N.B. If you make a statement which you know to be false in connection with this application you will be liable to prosecution and, on conviction, a maximum fine of £1000.)



PLEASE READ THE FOLLOWING IMPORTANT INFORMATION

Please find enclosed: -

1. A Street Trading Licence application form.
2. A copy of the Designating Resolution. This contains a list of Designated streets and permanent pitches where street trading licences can be granted.
3. Application form for AccessNI Basic Disclosure Certificate.
4. A Statement of Licence Fees and Charges.

Holders of Street Trading Licences are advised to have appropriate public, products and employers' liability insurance cover.

Separate applications are required for each PERMANENT or TEMPORARY trading site. Mobile traders operating more than one vehicle/barrow will require separate licences for each.

This application form must be completed in **BLOCK LETTERS**. A named individual, not a company, must make an application. An application must be refused if the applicant is not an individual.

Permanent Stationary Licences can only be granted for streets or pitches included within the Designating Resolution.

Mobile Licence applications require a list of specific streets and or areas to be traded in.

Temporary Licences require a map for each site. The map must show the exact position of the trading site. This map requires street furniture i.e. lampposts, bins and manholes to be included. Also the names of any near by streets or buildings and measurements, showing the distance from junctions and buildings.

If you require any assistance in completing your application, the Licensing Office will be only to pleased to assist you, please telephone **028 7136 5151** ext. **6753**

To be enclosed-

- 1 Two passport size full-face photographs.
- 2 Application fee (Do not send cash through the post).
- 3 Application fee and, if a temporary licence is sought, the full amount of charges.
- 4 AccessNI Basic Disclosure Certificate – if you have an Enhanced Disclosure, that may be submitted instead if it less than 12 months old.

This form should be completed and returned to the Licensing Officer, Derry City Council, 98 Strand Road, Derry, BT48 7NN.

Note: Derry City Council may be required to disclose information supplied in this form to other statutory bodies.