

**Schedule 4 of Local Government (Miscellaneous Provisions) Act 1982**

**Application for Grant of a New Street Trading Consent**

All questions must be answered (PLEASE USE BLOCK LETTERS)

**1. Full name of applicant:**

Surname: ..... First name(s): .....

Previous name(s): .....

**2. Home address:** .....

.....

..... Postcode: .....

**Contact Details:**

Home: ..... Business: .....

E-mail: .....

**Previous addresses in past 5 years:** .....

.....

(Continue on separate sheet if necessary)

**4. Are you eligible to work in the UK? ..... National Insurance Number: .....**

**5. Age, date and place of birth:**

Age: ..... Date of Birth: ..... Place of Birth: .....

NB If the Applicant is a Company then the above details will be required for each of the Directors. Please use a separate sheet.

**6. (a) Are you the owner of the unit proposed for Street Trading? Yes / No**

**(b) If not, provide full details of the person/ company who is:**

Name: .....

Address: .....

.....

Telephone number: .....

Place and date of birth (if a person): .....

**7. If this is a significant variation, Please state the current reference number: .....**

**8. Is this application for 'Mobile' or 'Static' Trading Consent? .....**

**9. Streets/ locations in which it is proposed to trade: .....**

.....

.....

9. Please indicate the proposed days and times which you propose to trade:

DAY	MON	TUE	WEDS	THURS	FRI	SAT	SUN
Start Time							
Finish Time							

10. Nature of goods/ services in which it is proposed to trade: .....

If the goods/ services supplied include food, are you registered as a food business? Yes / No

If 'Yes', give details of:

Local Authority where registered: .....

Registration number: .....

11. Address of the premises at which the goods will be stored when not being offered for sale:

12. Do you have trade waste agreement? .....

13. Location of sanitary conveniences used by the trader? .....

14. Unit details:

(a) Type of unit to be used in connection with Street Trading:  
(e.g. van, kiosk, trailer, moveable stall) .....

(b) Dimensions: .....

(c) Registration number (if applicable): .....

15. Address at which the unit will be kept when not in use: .....

16. Current/ previous licence:

(a) Have you previously held or do you currently hold a licence or consent for street trading? Yes / No  
If 'Yes'

(i) When was it granted? .....

(ii) When did/ does it expire? .....

(iii) Which Authority granted the licence/ consent? .....

(b) Have you ever applied for and been refused a licence/ consent for street trading? Yes / No

If 'Yes',  
(i) Which Authority refused your application? .....

(ii) When were you refused? .....

17. Do you have public liability insurance? Yes / No

If 'Yes', provide details of:

(a) Insurance Company: .....

(b) Policy Number: .....

(c) Period of cover: .....

(d) Amount of cover: .....

(Minimum public liability cover must be to the sum of £5,000,000 and a copy of your certificate should be submitted with this application)

18. Have you ever resided outside the United Kingdom? Yes / No

If the answer to this question is 'Yes' please give details of all other countries of residence, with dates. Continue on a separate sheet if necessary

19. Have the applicant, or any persons named in or associated with this application, any convictions? If so, please give details in the table below (continue on separate sheet if necessary): Yes/No

Applicants are required to obtain a basic DBS certificate before making a new application.

Forenames	Surname	Former Name (if any)	Date of Conviction	Place of Conviction	Nature of Offence	Sentence

Note: Any person who, in connection with the making of this application, makes a false statement which he knows to be false in any material respect, or which he believes not to be true, shall be guilty of an offence and liable, on summary conviction, to a fine not exceeding £1000.

**DECLARATION:**

I understand that the information I have given in this form and in any supporting information in respect of my application will be taken into account by the Council when determining the application. I declare that all such information is true and complete to the best of my knowledge and belief and acknowledge that if I have made a false statement or omitted any relevant fact, any licence determined and issued in connection with it may be modified, suspended or revoked.

I understand and consent that the information given on this form may be issued to other enforcing agencies and consulting bodies to determine this application. I also consent to the Council retaining my application and details and I understand that the Council is obliged to pass on information to other statutory bodies if so requested for the prevention and detention of fraud.

I have received a copy of the Council's policy for Street Trading Consent. I have read and understood the terms and conditions and I undertake to comply with them if consent is awarded.

Applicant's Signature: ..... Date: .....

**FOR OFFICIAL USE ONLY (APPLICABLE TO UNITS/VEHICLES SELLING FOOD)**

Date of inspection: .....

Officer Recommendation: .....

## **Final Application Checklist**

I confirm I have enclosed the following: (Please tick)

1. Application form completed and signed by applicant
2. The new application fee **£115**:  
You can pay online at <https://www.gloucester.gov.uk/contact-us/pay-for-it/>  
(copy of receipt must accompany this application)   
**OR**  
By phone on 01452 396396
3. Proof of eligibility to work in the UK
4. A photograph or brochure detailing the type of unit to be used
5. **Static Consents**: A Location plan showing the proposed location of the Unit
6. Written permission from the landowner if the street trading activity is to be carried out on land in private ownership.
7. A copy of Public Liability Insurance demonstrating a minimum of £5 Million in respect of any one incident
8. If your application is successfully granted, Consent fees must be paid in advance please indicate preferred payment method:  
ANNUAL LUMP SUM  MONTHLY  or QUARTERLY

### **Please note that incomplete applications will be returned.**

It may take up to 2 months to process a new application. Following receipt of a completed application, the Food and Licensing Team will consult with other consultation bodies that will also be notified and given 28 days to make representations. Most applications are determined within 6 weeks.

If you are selling alcohol or late night refreshment between 11pm and 5am you will also need to apply for a Premises Licence under the Licensing Act 2004.

Use of table and chairs or advertising boards on a highway will need a separate application to be made to the Licensing Team to request separate consent under the Highways Act 1980.