



APPLICATION FOR A STREET TRADING CONSENT – SPECIAL EVENT

Local Government (Miscellaneous Provisions) Act 1982 – Schedule 4

Please consult the Stockport Council Street Trading Policy before completing and submitting this application form. Any incomplete or unsigned forms will be returned to the applicant.

Surname of Lead Applicant		First Name(s) of Lead Applicant	
Home address			
		Postcode	
Postcode		Contact Telephone No	
Email address			
Date of birth		Age	

Type of event	
Type of goods to be sold	

This Street Trading Consent application includes the issue of one badge to the person named above who will be the Lead Applicant and Primary Consent Holder. Any person working in connection with the Consent, i.e. running or working on any of the stalls at the event, must be either a named Consent Holder or named Assistant and hold either a Consent Holder badge or Assistant badge. You must complete application form h&e457 for each additional badge required. Applications for Consent Holder or Assistant badges must be submitted at least 5 working days before the event is due to take place.

State how many stalls, consent holders and assistants will be working at the event (If known at the time of application). All applications for additional badges must be received no later than 5 working days before the event takes place)	Number of stalls at the event _____ Number of additional Consent Holders _____ Number of assistants: _____
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Specify the address where the event will be held and provide a separate map with the exact location indicated.	
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Special Event Consents can be issued for specified times for up to a maximum of 4 days. Please give the days and times you would like the consent to be in force:			
Monday	Date:	From:	To:
Tuesday	Date:	From:	To:
Wednesday	Date:	From:	To:
Thursday	Date:	From:	To:
Friday	Date:	From:	To:
Saturday	Date:	From:	To:
Sunday	Date:	From:	To:

If you are applying for a consent to sell food, please indicate the Local Authority that you are registered with under the Food Safety Regulations 1991 (as amended)	
Have you ever been refused a Street Trading Consent or Licence by this, or any other Local Authority?	No <input type="checkbox"/> Yes <input type="checkbox"/>
If yes, please give details	

I hereby give Stockport Council notice of my application for a Street Trading Consent for a Special Event. I request that this application be considered in line with Council Policy.

Please read carefully the consents and declarations below before signing your application.

- 1) If a Disclosure Certificate is required, I authorise the Council to copy and/or keep a record of any information recorded on my Disclosure Certificate.
- 2) If a consent is granted, I undertake to comply with the conditions attached to the grant of the consent.
- 3) If a consent is granted, I agree to provide a waste receptacle for each stall which I will remove at my own cost each day.
- 4) I understand the Council is under a duty to protect the public funds it administers, and to this end may use the information I have provided for the prevention and detection of fraud. It may also share information with other bodies responsible for auditing and administering public funds for these purposes.
- 5) I understand the Council may share my information with other regulatory bodies, including but not limited to, other Local Authorities and that information may be requested from such bodies regarding information they hold in relation to me.
- 6) I understand that the information I have provided will be held by the Council on computerised and manual files.
- 7) I declare that to the best of my knowledge and belief the information I have provided in this application is correct and I understand that to knowingly make a false statement or omit any information is a criminal offence.
- 8) I enclose the fee of £ _____ (cheques payable to Stockport Council or call to make payment by debit/credit card over the phone) for the consent plus the required supporting documentaton as indicated in the checklist overleaf.

Signed _____ **Dated** _____

Please use this space to provide any further information that you consider to be relevant to your application

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Checklist of supporting documents

- Photo proof of identity, e.g. driving licence, passport photocopy/scanned copies only. DO NOT SEND THE ORIGINAL. (We may ask to see the original document at a later time)
- Proof of current address, e.g. recent utility bill, driving licence photocopy/scanned copies only DO NOT SEND THE ORIGINAL. (We may ask to see the original document at a later time)
- Proof of motor vehicle insurance – a current insurance certificate for the vehicle(s) that will be used to transport the vehicle from which you will be trading (i.e. either the vehicle itself e.g. ice cream van, or a vehicle used to tow it).
- Proof of current public liability insurance for the event to the minimum value of £5,000,000
- The current MOT Certificate for the vehicle
- Proof that the business has been registered as a Food Business Establishment with Environmental Health (not required for renewals)
- A photograph of the trading vehicle
- Two recent passport photographs of the applicant
- Application form(s) h&e457, for every additional Consent Holder(s) or assistants plus passport photographs
- A map indicating the precise trading location of the event
- Payment in full for Street Trading Consent
- Basic Disclosure for consent holder (for ice-cream sellers only) which must have been issued in the last 28 days
- Written permission from the the Landowner to trade on their land (for private land only)

Completed forms and supporting documentation should be sent to:

Licensing Team, Fred Perry House, Edward Street, Stockport SK1 3XE.

If you require any further information, please contact the Licensing Team on 0161 474 4311 or by email: licensing@stockport.gov.uk

PLEASE NOTE: You must complete this form in full and provide all the required documentation. Any omissions will result in a delay in the determination of a consent. Photographs or scanned copies of this application will not be accepted.

FOR OFFICE USE ONLY

New application

Job number _____

Renewal application

Consent number _____

Application form checked – complete

All supporting documents provided

Application fee received and receipted

Correct number of additional consent holder/assistant application forms

Photocopy and memo sent to Food Safety

Photocopy and memo sent to Highways

Referred to committee: Yes No

Committee Date: _____ Committee decision: _____

Consent issued: Yes No

If No, date of letter: _____

Badge issued: Yes No