

**Application Forms for Street Cafés.**

## Stockport Highway Café Application Form

Before filling in this application you should read the Stockport Highway Café Policy.

Please indicate the type of application you are submitting:

New Application	
Renewal of Licence (with changes)	
Renewal of licence (no changes)	
Transfer of licence to new name	
Current licence number if applicable:	

Name of applicant(s):
Contact Address:
Telephone Number:
Email Address:
Fax Number:
Address of Café:
Date current Highways Amenity Licence expires if applicable:

Details of proposed café

Length along frontage (metres):	Depth out from frontage(metres):
Number and size of all tables to be used:	
Number of chairs to be used:	
Details and size of all other furniture including barriers:	
Number of customer toilets available in relation to this café:	

Please state the times and days for which you would like a licence to operate.	
Monday	Operating times:
Tuesday	Operating times:
Wednesday	Operating times:
Thursday	Operating times:
Friday	Operating times:
Saturday	Operating times:
Sunday	Operating times:

Supply details of all immediate neighbours to your premises both people/businesses. This should include any people/businesses which also occupy the building in which your premises reside.

Supply details of all persons/companies who own all or part of the building which your premises reside.

Please supply the following (non-inclusion of the necessary information will result in the application not being processed) and returned to you:

- Location Plan – An A4 plan clearly outlining the premises and the proposed outdoor seating area. Suggested scales for the plan are 1:1250 or 1:500.
- Seating Plan – A plan showing the following information: Access points, building lines, boundaries, kerbs, dimensions of seating areas, table and chair arrangements, other furniture/equipment. Suggested scales for the plan are 1:1250 or 1:500.
- Elevation plan of barriers and enclosure at scale 1:50.
- Copy of public liability insurance.
- Information regarding other licences and permissions obtained for the premises. (Alcohol licence, advertising permission etc.)
- A basic risk assessment for running a café in this location.
- Payment in line with current pricing structure.

Signature	
Applicants Full Name Printed	
Date	

<b><u>FOR OFFICE USE ONLY</u></b>	
Licence Approved YES/NO	Date _____
	—
If No:- Date of Returned fee _____	Amount £ _____
Reason for rejection	If Yes:- Licence Number _____
	Date of Grant _____
Signed _____	Renewal Date _____
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