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| **Section 1** | **Applicant Details** |
| Full Name: | Mr [ ]  Mrs [ ]  Miss [ ]  Ms [ ]  Other [ ]  (Please specify)      |
| Full address of applicant: |       |
| Mobile no: |       | Home phone no.: |       |
| Email: |       |

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| **Section 2** | **Business details** |
| Trading Name: |       | Limited Company:

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| Yes [ ]  | No[ ]  |

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| Business address *(if different from* *section 1)*: |       |
| Business registration no. *(if relevant)*: |       | Business tel. no. |       |
| Business email |       |

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| **Section 3** | **Proposed location of pitch** |
| Address/co-ordinates of proposed pitch – provide evidence *(see section 8)* |       |

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| **Section 4** | **Trading vehicle/trailer/stall – complete the relevant section(s) a, b or c** |
| 1. **If trading from a vehicle:**
 |
| Vehicle Registration no.: |       |
| Make, model & colour: |       |
| Dimensions of vehicle *(cm)*: | Width:       Height:       Length:       |
| Description of any advertising on the vehicle: |       |
| *If trading from more than one vehicle, please give details on an additional sheet of paper.*TOTAL NUMBER OF VEHICLES:       |
| 1. **If trading from a trailer:**
 |
| Dimensions of trailer: | Width:       Height:       Length:       |
| Description of any advertising on trailer: |       |
| Registration of vehicle towing trailer: |       |
| If trading from more than one trailer, please give details on an additional sheet of paperTOTAL NUMBER OF TRAILERS:       |
| 1. **If trading from a stall:**
 |
| Dimensions of stall: | Width:       Height:       Length:       |
| Description of any advertising on the stall: |       |
| *If trading from more than one stall, please give details on an additional sheet of paper*TOTAL NUMBER OF STALLS:       |

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| **SECTION 5** | **Goods for sale** |
| Type of goods for sale: |       |
| Where is your menu displayed?*(only applicable to food businesses)* |       |
| Name of local authority registered with as food business – provide evidence *(see section 8)* |       |
| Do you wish to provide furniture on the Highway?If yes, you may require Pavement licence or Tables and Chairs permit from Havant Borough Council |       |

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| **SECTION 6** | **Disposal of Waste** |
| How do you dispose of commercial waste, including waste oil? Provide evidence, *(see section 8)* |       |
| How many waste bins do you provide? |       |

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| **SECTION 7** | **OPENING HOURS/TRADING HOURS** |
|  | Start time | Finish time | Please specify period consent required for, for example, April to September.)   Date from:         Date to:       |
| Monday |       |       |
| Tuesday |       |       |
| Wednesday |       |       |
| Thursday |       |       |
| Friday |       |       |
| Saturday |       |       |
| Sunday |       |       |
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| **SECTION 8** |
| **The following documents have been enclosed with this application:** |
| Evidence of public liability insurance to the minimum value of £5 million | Yes [ ]  |
| A scale map of at least 1:1250 scale, clearly identifying the proposed site location with the site boundary marked with a red line | Yes [ ]  |
| Colour photographs or brochure images of the stall or vehicle that will be used for the street trading activity | Yes [ ]  |
| Proof of the applicant’s right to work in the UK (i.e., copy of UK passport) | Yes [ ]  |
| Evidence of registration with the relevant local authority as a food business *(if trading food)* | Yes [ ]  |
| Evidence of a commercial waste removal contract *(including oil where relevant, such as for food trading)* Further information can be found at www.gov.uk/dispose-business-commercial-wasteIf you do not have a commercial waste removal contract, please explain why - continuing on a separate sheet of paper if required:  | Yes [ ]  |
| **Declaration:** **I declare that I am over 17 years of age.** **I understand that my application will not be complete until all the above documents have been submitted and the application fee has been paid. Fees can be found at https://www.havant.gov.uk/budgets-and-spending/prices-council-services****Licensing will contact you with any outstanding requirements before taking telephone payment and confirm whether the application is complete.****I HEREBY CERTIFY that to the best of my/our knowledge and belief the above particulars are true.****Signed:** ………………………………………..**Date:**      **Please return this form and necessary documentation to** - licensing@havant.gov.uk |