

## STREET TRADING CONSENT APPLICATION

### Local Government (Miscellaneous Provisions) Act 1982

Section I	Applicant details		
Full name:	<b>Mr / Mrs / Miss / Ms</b>		
Date of birth:		Place of birth:	
Full address of applicant:			
Mobile no:		Home tel no:	
Email:			
What evidence have you provided of your right to work in the UK:			

Ia	Name of other persons trading under the consent (* section 2.4)		
Full name:	<b>Mr / Mrs / Miss / Ms</b>		
Date of birth:		Place of birth:	
Full address:			
Mobile no:		Home tel no:	
Email:			
Have you carried out checks of their right to work in the UK.			Yes <input type="checkbox"/> No <input type="checkbox"/>

Ib	Name of other persons trading under the consent (* section 2.4)		
Full name:	<b>Mr / Mrs / Miss / Ms</b>		
Date of birth:		Place of birth:	
Full address:			
Mobile no:		Home tel no:	
Email:			
Have you carried out checks of their right to work in the UK:			Yes <input type="checkbox"/> No <input type="checkbox"/>

**PLEASE USE AN ADDITIONAL SHEET TO INCLUDE ANY NAMES AND FULL CONTACT DETAILS OF ANY OTHER PERSONS OPERATING UNDER THE CONSENT.**

Section 2		Business (bus) details	
Trading name:		Limited company Yes <input type="checkbox"/> No <input type="checkbox"/>	
Bus address (if different to section 1):			
Bus reg no (if relevant):		Bus telephone no:	
Business email:			

Section 3		Proposed location of pitch (* section 2.2)	
Address / co-ordinates of proposed pitch:			
Is the location on: 1. Private property <input type="checkbox"/> 2. Council property <input type="checkbox"/> HCC property <input type="checkbox"/>			
Have you obtained authorisation from the land owner: <b>NB: Do not continue with this application until authorisation is obtained in writing.</b>			Yes <input type="checkbox"/> No <input type="checkbox"/>

Please answer the following <b>Yes</b> or <b>No</b> in relation to the proposed location (Street Trading Policy 2.2.2). <b>If answering No, please complete the comments box.</b>	YES	NO
• Is the location safe for public access by foot or by vehicle?		
• Does the location have suitable parking spaces for customers and trading vehicle?		
• Is the location suitably lit (if trading after dark) to promote safe access and egress for customers and for visibility by other road users?		
• Is the location more than 800m from another street trader selling similar types of goods and trading at the same time?		
• Answer Yes if <b>there is no breach</b> of highway regulations to make hazardous the passage of the public, including people with disabilities, over the highway or otherwise cause a traffic hazard		
• Answer Yes if the location <b>does not</b> impede the passage of emergency vehicles		
• Where adjacent to a highway, is there a safety barrier or a verge or footpath between the proposed trading location and the carriageway?		
• Answer Yes if the location <b>does not</b> cause the loss of parking spaces to residents or businesses		

<ul style="list-style-type: none"> <li>Answer Yes if the location <b>will not cause</b> a disturbance, damage, interference, annoyance, inconvenience (e.g. noise nuisance, litter, odour etc.) to local residents or businesses.</li> </ul>			
Is the pitch utilised by any other trader?			Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, the name of the trader:			
Days and times trading:			

<b>Section 4</b>	<b>Trading vehicle / stall / trailer (* section 2.3)</b>		
<b>If trading from a vehicle:</b>			
Vehicle registration:		MOT pass date:	
Make and model:			
Dimensions of vehicle:	Width:	Height:	Length:
Colour of vehicle:		Insurance expiry date:	
Description of any advertising on vehicle:		Tax expiry date:	
Where is the vehicle stored when not in use			
If trading from more than one vehicle please give details on an additional sheet of paper.			
<b>TOTAL NUMBER OF VEHICLES</b> <input type="text"/>			

<b>If trading from a trailer:</b>			
Dimensions of trailer:	Width:	Height:	Length:
Description of any advertising on trailer:			
Registration of vehicle towing trailer		MOT pass date:	
Tax expire date:		Insurance expiry date:	
Where is the trailer stored when not in use			
If trading from more than one trailer please give details on an additional sheet of paper.			
<b>TOTAL NUMBER OF TRAILERS</b> <input type="text"/>			

<b>If trading from a stall:</b>			
Dimensions of stall:	Width:	Height:	Length:
Description of any advertising on the stall:			

How is stall transported:	
---------------------------	--

If trading from more than one stall please give details on an additional sheet of paper.

**TOTAL NUMBER OF STALLS**

Section 5		Goods for sale (* section 2.5)	
Type of goods for sale:			
Where is your menu displayed?			
Offer a description of packaging used, including colour and material type:			
Name of local authority registered with as food business:		Registration no: .....	
		Authority: .....	

Section 6		Disposal of waste (* section 2.7)	
How do you dispose of commercial waste?			
How many waste bins do you provide?			

Section 6			OPENING HOURS / TRADING HOURS
<b>Please specify the hours you wish to trade</b>			Please specify period consent required for (Ice cream traders and Christmas tree sellers may apply for seasonal consents for the desired trading period. For example, April to September.)  Date from .....  Date to .....
	Start	Finish	
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

<b>Section 7</b>		
<b>The following documents have been enclosed with this application</b>		<input type="checkbox"/>
1.	Evidence of public liability insurance to the value of £10 million	
2.	A map, graphical drawings and/or photographs of the proposed trading pitch	
3.	Evidence of registration of the food business with the appropriate local authority	
4.	Photographic ID and evidence of the right to work and reside in the UK of the applicant	
5.	Evidence of a commercial waste removal contract, including oil if relevant	
6.	Copy of the MOT certificate for trading vehicle(s) / towing vehicle(s)	
7.	Copy of the driving licence for proposed applicants/employees who may drive or tow the trading vehicle.  A print out from the DVLA website dated within the previous 14 days is preferred. See <a href="https://www.gov.uk/view-driving-licence">https://www.gov.uk/view-driving-licence</a>	
8.	Deposit of £130 for an annual consent (balance due on grant of consent in full)	

<b>Declaration</b>			
I declare that I am over 17 years of age.			
I HEREBY CERTIFY that to the best of my/our knowledge and belief, the above particulars are true.			
Signed		Date	

**\* Section references refer to the Hart District Council Street Trading Policy.**

**NB. Before submitting this form please read the council's Street Trading Policy which can be found at [www.hart.gov.uk](http://www.hart.gov.uk). Trading may only commence when a consent has been granted.**

<b>Additional Comments (please continue on a separate sheet of paper, if required)</b>

Hart District Council is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see the national Fraud Initiative Privacy Notice on the Hart District Council's website which can be found at <https://www.hart.gov.uk/coroprate-policies>

Officer initials for allocation

## HOW WE COLLECT AND USE INFORMATION

The personal information you provide will be used for the council's legal obligations. It is necessary for you to provide this information to us so that we can process your application. The councils overarching privacy notice can be found here <https://www.hart.gov.uk/privacy>

- We may share you information with other teams in the council in order to provide a service to you, to ensure our records are kept up to date or otherwise where we are required to do so
- We may share your information with the Police, Insurance Companies, HDC Legal Advisors, DBS, DVLA, Home Officer, Cabinet Office National Fraud Initiative and all responsible bodies under the Licensing Act 2003 for the purpose of carrying out our statutory duties and public safety
- We will not disclose any information to other organisations unless we are required by law to do so or to prevent fraud
- your personal details will only be held as long as is needed for this purpose and in accordance with our retention policy

Hart District Council is the data controller for the personal information you provide on this form. You can contact the council by phone on 01252 622122, via email to [enquiries@hart.gov.uk](mailto:enquiries@hart.gov.uk) or by writing to us at Hart District Council, Harlington Way, Fleet, GU51 4AE. The council's Data Protection Officer can be contacted at [data.protection@hart.gov.uk](mailto:data.protection@hart.gov.uk).

**Please return your completed application, at least 14 days prior to the expiry of your existing consent to:**

Hart Licensing Team  
Basingstoke and Deane Borough Council  
Civic Offices  
London Road  
Basingstoke  
Hampshire  
RG21 4AH

Tel: **01252 622122**

Email: [licence@hart.gov.uk](mailto:licence@hart.gov.uk)