**DERBY CITY COUNCIL**



**NEW APPLICATION/RENEWAL STREET TRADING**

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| Applicant’s Full Name |  |
| Applicant’s Full Address |  |
| Contact Telephone  Number / Mobile |  |
| Full names of **all** workers including holiday/seasonal/  casual/full-time/part-time staff etc |  |
| Business Name/Trading Name |  |
| Business Address (if different from applicant’s address) |  |
| Email details: |  |

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| Please indicate what type of unit you will be trading from e.g. (delete those relevant) | VEHICLE |  |
| BARROW |  |
| STALL |  |
| TRAILER |  |
| Please tick the relevant box above. | |
| Vehicle Registration |  | |

**Please note if your application is approved, it will ONLY cover the unit you are trading from and NO other associated vehicles**

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| Please indicate the location(s) you will be trading from (stationary and non-stationary if applicable). Where applicable please list each street or location you wish to trade on each particular day. |
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| Detail days and timings you intend to operate and any seasonal variations i.e Bank Holidays, football match days etc |
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| Detail **EXACTLY** what articles are to be sold, exposed or offered for sale: (Every item you sell must be listed). |
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Describe the steps you intend to take to promote the objectives of the Street Trading Policy you must complete all sections below.

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| **Public Safety** - you must state what measures you would put in place to control the risk to the public in terms of highway safety and obstruction but not limited to, such as sight lines for road users and access to pedestrian crossings. |
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| **Prevention of Crime and Disorder -** you must state what measures you would put in place to control the risk to public order for example security features on your vehicle/unit/trailer. |
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| **Prevention of Public Nuisance** - you must state what measures you would put in place to control the following to the public but not limited to - noise nuisance, refuse, vermin, fumes and odour. |
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| **Suitability and Product Type** – you must state what measures you would put in place to reduce the environmental impact of your proposed activity. This could include the use of recyclable products and energy efficient processes. |
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**Please provide the following in support of your application:**

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| * Where the proposed activity will take place at a fixed position a map of at least 1:1250 scale should be submitted clearly identifying the proposed location by marking the site boundary with a red line. * Three colour photographs of the trading unit illustrating different elevations of the unit. * A photocopy of your Third-Party Public Liability Insurance (£5m minimum) * Evidence of permission from the landowner. * Basic Disclosure & Barring Service Certificate (must be less than 3-month-old). * Food Hygiene Certificate (for food led traders). * Catering vehicles will be required to show valid and current electrical installation report. |
| * **The fee must accompany the new/renewal application or you can make payment on** [**https://www.derby.gov.uk/licensing/payments/**](https://www.derby.gov.uk/licensing/payments/) **If this method is used, proof of payment must accompany this form.**   **Please note the information in this renewal application is for the determination of street trading. You have a legal responsibility that you comply with any other primary legislation relevant to the business you intend to operate e.g. Food Safety, Health and Safety, Trading Standards, Fire Safety etc.**   |  |  | | --- | --- | | Signature |  | | Position in the Company (if applicable) |  | | Date |  | |
| |  | | --- | | Please return this form to:  Licensing Team, Communities and Place  Derby City Council, Corporation Street, Derby DE1 2FS  Or email to [licensing@derby.gov.uk](mailto:licensing@derby.gov.uk) | |
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