

**EAST AYRSHIRE COUNCIL  
CIVIC GOVERNMENT (SCOTLAND) ACT 1982**

**Application for Grant/Renewal of a Licence to act as a Street Trader**

Please complete in block capitals					
<b>1</b> <b>(a)</b>	<p><b>To be completed if a natural person</b> Full name of applicant</p> <p>Maiden Name</p> <p>National Insurance No</p> <p>Please state your Nationality</p> <p>Do you have the right to work legally in the UK? Please note that you may be asked to provide your Home Office documents and/or Passport</p>		Surname	First Names(s)	
<b>(b)</b>	<p>Home Address, including postcode</p> <p>Contact Telephone Number Home/Mobile</p> <p>Email address</p>				
<b>(c)</b>	Age, Date of Birth and Place of Birth	Age	DOB	Place of Birth	
<b>(d)</b>	Give name and address of person, company or firm, employing you to trade. If self-employed, please state trading name and contact telephone number.				
<b>(e)</b>	<p>Details of Licence applied for:-</p> <p>Grant / Renewal</p> <p>Main Operator / Employee</p> <p><b>Go to Q3</b></p>				
<b>2</b> <b>(a)</b>	<p><b>To be completed if not a natural person</b> Full Name of Company/Partnership</p>				
<b>(b)</b>	Address of Registered or Principal Office				

<p><b>(c)</b></p>	<p>Full name, address, date of birth and place of birth of all Directors, Company Secretary, Partners or other persons responsible for its management (continue on a separate sheet if necessary)</p> <p>Also give contact Telephone No of Principal Director – Home/Business/Mobile</p>	
<p><b>(d)</b></p>	<p>Full name, address, date of birth and place of birth of any employee or agent who is to carry on the day-to-day management of the activity in relation to which the application is made.</p>	
<p><b>3</b></p> <p><b>(a)</b></p> <p><b>(b)</b></p>	<p>State precisely the locality, by reference to street names or a sketch map, on a separate sheet of paper, in which it is proposed to act as a street trader (or, if existing trader, in which you currently act).</p> <p>Do you propose to trade from particular location(s)? Up to four may be mentioned on any licence.</p> <p>If YES and the location is not on the carriageway or any street, are you the owner of the site(s)?</p> <p>If NO a letter of consent from the landowner must accompany this application.</p> <p>Although a licence may be granted for a particular area, this may not necessarily give exclusive rights to any trader.</p> <p>Please note that if you intend to trade from a particular location for a period in excess of 28 days in any calendar year, you should contact the Planning Dept for advice in relation to planning consent (Tel 01563 576790).</p>	
<p><b>4</b></p> <p><b>(a)</b></p> <p><b>(b)</b></p>	<p>State Hours, and</p> <p>Days during which it is proposed to act as a street trader</p>	<p>(a) between .....am &amp; .....pm</p> <p>(b) .....</p>
<p><b>5</b></p>	<p>State nature of goods/services in which it is proposed to trade.</p>	

<b>6</b>	State the address of the premises at which the goods will be stored when not being offered for sale.	
<b>7</b>	<p>State type and registration number of vehicle or describe and give dimensions of structure, kiosk, moveable stall or receptacle to be used in connection with street trading.</p> <p>If the proposed trading involves food you will require to be registered as a food business with Environmental Health Service and, in addition, your vehicle, kiosk or moveable stall will be inspected in terms of the food safety legislation and a certificate of compliance issued.</p>	

### SCHEDULE OF DETAILS OF CONVICTIONS

**8** Give details of all convictions for which a Court has imposed a sentence on you. Failure to disclose convictions may lead to a refusal to grant a Licence. Also include details of any **fixed penalties** imposed. Continue on a separate sheet if necessary.

If the applicant is a limited company or partnership, details of convictions of all parties specified in the application for are required.

If you have not been convicted by a Court or received any fixed penalties write "**NONE**".

If you are in doubt about your answer, consult your Solicitor for advice.

**Note:** As of 29<sup>th</sup> March, 2003 the Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions)(Scotland) Order 2003 requires that applicants for **Taxi and Private Hire Car and Driver Licences** must declare all previous convictions both **spent** and **unspent**.

DATE OF OFFENCE	DATE OF CONVICTION	NAME & PLACE OF COURT	NATURE OF OFFENCE	PENALTY/SENTENCE IMPOSED

<b>9 a</b>	Have you or any person named on this form previously held or currently hold a Street Trader's Licence?	YES/NO
	If yes, when was the licence granted?	
	When does/did it expire?	
	Which authority granted the licence?	
<b>b</b>	Have you or any person named on this form ever been refused a Street Trader's Licence?	YES/NO
	If yes, which authority refused the licence?	
	When was it refused?	

**I declare that the particulars given by me on this form are correct to the best of my knowledge and belief. I enclose £ \_\_\_\_\_ in payment of the appropriate fee.**

(Signature or applicant or agent) .....

(Agents Address) .....  
.....  
.....

(Position of applicant in Company/ Partnership if not otherwise stated)

.....

Date .....

East Ayrshire Council is under a duty to protect the public funds it administers, and to this end may use the information you provide on this form for the prevention and detection of fraud. It may also share this data with other bodies including government organisations for these purposes.

**NB Any person who in or in connection with the making of this application makes any statement which he/she knows to be false or recklessly makes any statement which is false in a material particular shall be guilty of an offence and liable, on summary conviction, to a fine not exceeding level 4 on the standard scale.**

**Please note that the application fee is non-refundable once the application is processed.**

**All Employees or Agents acting as street traders require individually a Street Trader's Licence.**