

Application for a Street Trading Consent
Local Government (Miscellaneous Provisions) Act 1982



▪ **Type of Application**

First Grant (12 month licence)	<input type="checkbox"/>	Renewal of Existing Consent (12 month licence)	<input type="checkbox"/>
Occasional (6 month licence)	<input type="checkbox"/>	Occasional (3 month licence)	<input type="checkbox"/>
Occasional (up to 1 week)	<input type="checkbox"/>	Variation	<input type="checkbox"/>
Static Unit	<input type="checkbox"/>	Mobile Unit	<input type="checkbox"/>
Consent No	<input type="text" value="STC"/>		

Please send completed applications with any copy documents and the appropriate fee to:-
Wigan Council, Licensing Section, Town Hall, Library Street, Wigan, WN1 1YN.
 Please make sure you complete all sections of this application form.

▪ **Section 1 – Applicant Details**

First Applicant/Director (if Body Corporate)

Title <i>(delete as appropriate)</i>	Mr /Mrs / Miss / Ms / Other (please state)*
Full Name	
Address (including Postcode)	
Date of Birth	
Place of Birth	
National Insurance Number	
Telephone Number(s) <i>(during office hours)</i>	

Have you ever been convicted of any crime or offence?

Yes

No

If Yes, please give details of the date, offence, sentence and court (please continue on separate sheet if required).

Second Applicant/Director (if Body Corporate)

Title (<i>delete as appropriate</i>)	Mr /Mrs / Miss / Ms / Other (please state)* _____
Full Name	
Address (including Postcode)	
Date of Birth	
Place of Birth	
National Insurance Number	
Telephone Number(s) (<i>during office hours</i>)	

Have you ever been convicted of any crime or offence?

Yes

No

If Yes, please give details of the date, offence, sentence and court (please continue on separate sheet if required).

Details if Body Corporate

Company Name	
Company Registered Address (including Postcode)	
Registered Number (where applicable)	
Telephone Number (if any)	
Email Address (optional)	

▪ **Section 2 - Trading Details**

Trading Name

Trading address (if different to home address)

Address / location of where the unit is kept / stored when not trading?
(applies to food / catering units only)

State the location(s) and attach a plan of the site at which you intend to trade or if you intend to carry out a mobile trade give the precise area(s) of Wigan Borough in which you intend to trade. *Continue on separate sheet if needed*

State the days you wish to trade or dates of event if occasional:

State the hours you wish to trade or hours of event if occasional:

State the articles you wish to sell:

Describe the stall / sales unit you wish to trade from (please give a full description of the unit, including colours, dimensions, etc. (include photographs if you wish), if trading from a vehicle please give make, model and registration number of the vehicle). *Continue on separate page if necessary*

If a towing unit is to be used and kept at the site when trading is taking place, the dimensions of the vehicle/towing unit must be shown (including the make, model and registration number) *Continue on separate page if necessary*

Do you intend to employ assistants?

Yes

No

If **yes**, then each assistant must complete an information form which must be completed and returned to the Council before the Consent will be issued. Copies of the form will be forwarded to you by the Council on request.

Have you or anyone who is to be an assistant ever been **refused** a Street Trading Licence or Street Trading Consent or have you ever had a Consent or Licence **revoked**?

Yes

No

If **YES**, Please give full details including the Local Authority involved.

Is the property on which you intend to trade privately owned?

Yes

No

If **No**, you must provide details of the steps you have taken to find out who the land belongs to.

If **Yes**, do you have the consent of the owner to trade? (You must provide written evidence of the permission with the application).

Yes No

Are you a food trader?

Yes No

If Yes, are you registered under the Regulation (EC) 852/2004 which relates to food hygiene

Yes No

If Yes, with which local authority are you registered? (*give details below and provide a copy of your registration*)

You must register the **place** where your vehicle or stall is kept with the local authority for that area. Details of how to do this can be obtained for the Wigan Borough area by contacting the Council's Business Compliance Section on 01942 489330. For other local authorities please refer to the telephone directory.

If you do not have registration, then you must provide evidence that you have applied for food registration under the Regulation (EC) 852/2004.

Checklist:

- I have enclosed full payment of the fee (there is no longer a deposit fee)
- I have enclosed a photograph of each applicant/assistant
- I have enclosed a plan of the site/location (if required)
- I have enclosed written permission to trade at the site (if required)
- I have enclosed a copy of food registration or evidence that it has been applied for (if required)

A decision will normally be made within 28 days of the receipt of the completed application as to whether or not a Street Trading Consent is granted. However that time will vary dependant upon the proposed location of the site and the responses from the Police, and the Council's Traffic Group.

Please read the following carefully before signing.

I make application to Wigan Council for the grant of a Street Trading Consent and I declare that I am not under 17 years of age. That the information provided within this application is true to the best of my knowledge and belief.

I understand that if I knowingly or recklessly make a false statement or omit any material particular from this application or any document submitted with it I would be guilty of an offence, which would be punishable on conviction, by a fine or imprisonment.

I understand that all applicants and assistants are required to supply a passport size photograph of themselves taken without headgear (except where headgear is worn as part of a religious belief). A person who has known you for not less than two years and is not a member of your family must endorse the photographs on the rear. The Endorsement shall be as follows: "I (insert name and address) certify that this photograph is a true likeness of (insert name of applicant) then sign and date.

I understand that a copy of this application and all supporting documents including statutory declarations will be forwarded to the Greater Manchester Police for comment. Also, that a copy of the application will be forwarded to The Council's Property Division; The Council's Business Compliance Section; The Council's Environmental Protection Section; and The Council's Traffic Group for comment.

Signature of First
Applicant/Director:

Signature of Second
Applicant/Director:

Date application signed:
