

LONDON LOCAL AUTHORITIES ACT 1996 PART III APPLICATION FOR AN OCCASIONAL SALES LICENCE

1.	Location/Address of sale site.			
	Extent of site to be occupied			
2.	Date of Sale (NB Application must be submitted at least 42 DAYS prior to event)			
	Time of setting up of vendors' pitches	am/pm		
	Time of starting the sale	am/pm		
	Time of closing of sale	am/pm		
	Time site will be vacated	am/pm		
3.	Estimated numbers at Sale			
	Number of stalls/pitches			
	Number of people attending			
4.	PROPOSED ARRANGEMENTS AND CONTROLS AROUND SITE			
	(Inclusion of a scale site plan indicating key features may help the Council to understand your proposals fully)			
	(a) Accommodation of vehicles Proposals:-			
	(b) Control of road congestion Proposals:-			
	(c) Control of litter Proposals:-			
	(d) Control of noise Proposals:-			

5.	APPLICANT – (Person or organisation who intends to hold the sale)		
	Name		
	Address [*]		
	Contact number(s)		
	E-mail address		
	* other than the address occupied for the purpose of the sale.		
6.	PERSON APPOINTED TO RECEIVE AND ANSWER COMPLAINTS (if different from applicant)		
	Name		
	Address [*]		
	Contact number(s)		
	E-mail address		
7.	APPLICANTS DECLARATION AND FEE SUBMISSION		
	I, the undersigned, hereby apply to the London Borough of Richmond for an Occasional Sales Licence.		
	I enclose the current Council approved fee of £		
	I have read the Council's Rules and Conditions relating to Occasional Sales and understand that the Council may grant, refuse or impose additional conditions on ar licence granted.	ny	
	Applicants signature Date		
Li	ease return this form to: censing Team d Floor, Civic Centre		

London Road

Morden SM4 5DX Tel: 020 8545 3969

E-mail: licensing@merton.gov.uk

RETURN THIS FORM AT LEAST 42 DAYS BEFORE THE SALE