



**ROYAL** *borough of*  
**GREENWICH**

## Beresford Square Market

Conditions and Application Form

## ROYAL BOROUGH OF GREENWICH

### REGISTRATION

#### For BERESFORD SQUARE MARKET GUIDANCE NOTES FOR APPLICANT

Fully completed application forms must be returned to the market/street trading team. Incomplete applications will not be accepted and may delay the granting of a licence.

1. The production of an original Public Liability Insurance Document with a minimum of £5 million indemnity is required upon application.
2. Two recent identical full-face photographs signed on the reverse must also accompany each application.
3. The applicant must be aged 17 years or over.
4. A registered trader who trades or acts in contravention of the current market rules or any regulations containing the bylaws and conditions is liable to prosecution or to having the licence or registration revoked.
5. All monthly rents must be paid on time. Failure to do so will result in your permission to trade being removed.
6. This registration is invalid for Sunday trading without prior permission.
7. Registrations will not be issued for the sale of certain foodstuffs, second-hand clothes, bric-a-brac or miscellaneous goods: specific Commodities must be stated. A maximum of three (3) commodities are allowed and must be similar in nature. **DO NOT USE SUCH TERMS AS CASUAL WEAR, GIFTWARE, FANCY GOODS, TOPS ETC.**
8. You must keep your trading area clean and tidy and dispose of any waste at the end of days trading.
9. If a licence is granted to you, you as the licensee are expected to be in attendance on your stall for the duration of the times and dates stated.

Application for casual trading

Beresford Square Market

## ROYAL BOROUGH OF GREENWICH

*THE LONDON BOROUGH OF GREENWICH IS UNDER A DUTY TO PROTECT THE FUNDS IT ADMINISTERS AND TO THIS END MAY USE THE INFORMATION THAT YOU HAVE PROVIDED TO THIS AUTHORITY FOR CROSS SYSTEM AND CROSS AUTHORITY COMPARISON PURPOSES FOR THE PREVENTION AND DETECTION OF FRAUD.*

### **THE FOLLOWING INFORMATION/DOCUMENTATION IS REQUIRED**

- **Two recent identical full-face photographs must accompany each application.**
- **Proof of a valid National Insurance Number.**
- **Two forms of identification.**
- **Public liability insurance.**

### **Additional information required for Food Sellers Only**

- **Valid Food Hygiene Certificate** (if applicable)
- **Valid Food Handlers Training Certificate** (if applicable)
- **Gas Safety Certificate** (if applicable)

The following are acceptable as confirmation of identification - Passport or Driving Licence with a recent utility bill. ***Photocopies are not acceptable.***

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

**PLEASE PRINT IN BLOCK CAPITALS**

<b>BERESFORD SQUARE MARKET</b>		<b>Date:</b>
<b>Pitch Number</b>		

**1. Correspondence Details**

Forename/s:	Surname:
Address:	
	Post Code:
Home Tel No:	Mobile No:
Date of Birth:	
National Insurance No:	
E-mail:	

**2. Give particulars of goods you propose to offer for sale.**


**If you are NOT selling food please go to question 7**

**3. Give particulars of food you propose to offer for sale**


**4. How do you intend to prepare your food?**


**5. How do you intend to keep your food Hot / Cold?**


**6.. Give details of vehicle you intend to use when loading and unloading**

Make	Model	Colour	Reg No

**You are required to supply the following information so the Council can properly assess your application. The Council reserves the right to check upon the information provided.**

**7. Have you ever been convicted of:**

- i) Unlicensed street trading
- ii) Food hygiene offences
- iii) Violent behaviour
- iv) Breach of conditions of Licence

Yes / No
Yes / No
Yes / No
Yes / No

**8. Have you ever been a market or street trader in the Royal Borough of Greenwich?**

YES		NO	
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**if yes where and when**


**9. Have you ever been a market or street trader in another Local Authority?**

YES		NO	
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**If Yes, give name of Local Authority**

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**10. Do you currently hold a market/street trading licence in any other Borough**

**If Yes, give name of Local Authority**

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**DECLARATION**

I hereby apply under the above Act and Regulations made there under for a Temporary Street Trading Licence. I confirm that the information given by me is correct and I realise that the giving of false or deliberately misleading information could lead to immediate revocation of such licence and/or prosecution.

I confirm that I have read and agree to abide by the terms and conditions accompanying the issue of a licence and any alterations made by the council in the future.

I understand that I must provide all required and correctly completed documentation plus full payment at least 14 days prior to the event in question.

Applicants Name (PRINT)	
Applicants Signature	
Date	

## THE COUNCIL'S EQUAL OPPORTUNITIES POLICIES

The Council has an Equal Opportunities policy to ensure that all persons are treated fairly irrespective of race, sex, disability, sexuality, age or unrelated criminal conviction.

The Council opposes all discrimination on the grounds of colour, race, nationality, ethnic or national origin or religious belief.

I shall be obliged if you will complete the following section, which will enable the Council to monitor the service and check that unfair discrimination is not taking place regarding the Council's Equal Opportunities Policies. I would however confirm that there is no legal requirement to complete this information and non-completion will have no bearing on the Council's procedures relating to the issue of licenses.

The Council would appreciate your assistance in completion of information.

PLEASE NOTE – REGARDING THE COUNCILS REQUIREMENTS FOR EQUAL OPPORTUNITIES IT WOULD BE APPRECIATED IF YOU WOULD CAREFULLY READ, COMPLETE AND RETURN THE ATTACHED FORM TO THE MARKET INSPECTOR'S OFFICE.

I would describe my race or ethnic origin as follows;

Name.....

- White UK
- White other  Please specify \_\_\_\_\_
- Greek/Cypriot
- Black African
- Indian
- Black other  Please specify \_\_\_\_\_
- Bangladeshi
- White Irish
- Turkish/Cypriot
- Asian other  Please specify \_\_\_\_\_
- Black Caribbean
- Pakistani
- Chinese
- Any other group  Please specify \_\_\_\_\_

My gender is Male/Female		I am registered Disabled Yes/No	
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