



ADUR & WORTHING
COUNCILS

Adur & Worthing Councils
Town Hall
Chapel Road
Worthing
BN11 1HA

Email: Licensing.Unit@adur-worthing.gov.uk

Public Health & Regulation - Licensing Unit

Application for a Street Trading Consent for Worthing Town Centre

Local Government (Miscellaneous Provisions) Act 1983 – Schedule 4

IMPORTANT: Please read attached guidance notes before completing the form.

1.	Name of Applicant in full:	
	Address:	
	Telephone Number: Email Address:	
	Date of Birth	
	National Insurance Number	
2.	State the precise location at which you wish to trade (a sketch plan would be helpful) (Note: Street Trading is permitted in Montague Street, Montague Place and South Street (Northern end) only.)	
3.	What articles do you wish to trade in?	
4.	Give details (including dimensions) of any portable stall or other equipment which you wish to use in connection with your trading (But – see Guidance Note 2)	

5		
6.		(1 day/1 week/1 year/other) – please specify
7.		
7.		
8.	Please give details of any convictions you have relating to acts of violence or dishonesty :	
	Date of Conviction	Convicting Court
		Offence
		Penalty

Authorisation to work in the UK & point-based system

To comply with the Immigration, Asylum and Nationality Act 2016 we are required to check your eligibility to live and work in the UK Please confirm that you are able to live and work in the UK and provide evidence. Yes / No

Applicants must demonstrate that they have the right to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

They do this in one of two ways:

- 1) by providing with this application copies or scanned copies of the documents which an applicant has provided, to demonstrate their entitlement to work in the UK (which do not need to be certified) as per information published on gov.uk and in guidance.
- 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

I apply for a street trading consent on the terms set out above and declare that the information given on this application form is, to the best of knowledge and belief, correct.

Signed

Dated

Notes:

1. It is an offence (punishable with a fine of up to £1,000) for a person, in connection with an application for a street trading consent, to make a false statement which he or she knows to be false in any material respect, or which he or she does not believe to be true. It is also an offence to trade at a different place or at different times to those specified in the consent.
2. It is an offence knowingly or recklessly to make a false statement in or in connection with an application for the grant or renewal of a personal licence. (A person is to be treated as making

a false statement if he produces, furnishes, signs or otherwise makes use of a document that contains a false statement). To do so could result in prosecution and a fine of any amount. It is an offence under section 24B of the Immigration Act 1971 to work illegally.

3. The fee for a day's trading consent or for a week's trading consent is payable on application. The fee for a one year consent is payable on grant or in quarterly instalments, if more convenient.
4. If a 'consent' is granted, the applicant will be required to submit two passport size photographs and proof of £5,000,000 public liability insurance.

Data Protection

It should be noted that Adur & Worthing Councils may make any enquiries considered necessary (e.g. from another Section or Department of the Councils, Department of Social Security, employer, bank or other financial institution), to assess licence applications.

Details regarding licensing applications (whether or not they proceed) will be retained in paper form and/or in a computer record by Adur & Worthing Councils. Applicants should be aware that the Councils will retain the information provided in connection with applications for a period of up to 10 years and such information may be retained as either hard copy or as a computerised record.

Adur & Worthing Councils are under a duty to protect the public funds they administer, and to this end may use the information you have provided on this form for the prevention and detection of fraud. The councils may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see www.adur-worthing.gov.uk/about-the-councils/audit/nfi-data-matching

Applicants have the right to see certain records held about them on payment of an appropriate fee under the provisions of the Data Protection Act.