



GUILDFORD
B O R O U G H

APPLICATION FOR STREET TRADING CONSENT.
LOCAL GOVERNMENT (MISCELLANEOUS
PROVISIONS) ACT 1982

Tick off each of the following required documents you are submitting with this application form.

The full fee, paid by card by calling 01483 505050	✓	
Proof of Public Liability Insurance	✓	
Plan, showing precise location of intended trading location	✓	
Proof of consent from land owner	✓	
Proof of Planning Permission (if intending to trade more than 28 days in a year)	✓	
Two passport photographs of the applicant		
Proof of Identity & RTW (passport or residence permit) if not a limited company		
A Basic Disclosure Certificate (Dated within the last 3 years) for the applicant		
Colour photographs of front, side and back of stall, van, cart etc.		

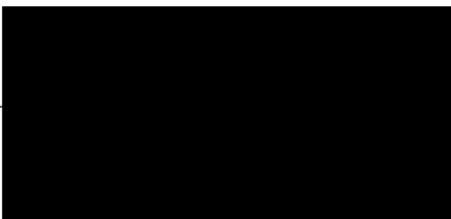
This application is for street trading consent where traders and/or organisers are looking to make a commercial profit. The consent permits trading on a consent street over a year, periodically or for a one off event. If you are applying for a one off event that is designed to provide support for the local community or a charity then please visit our website (www.guildford.gov.uk/article/17580/Street-trading-licences) to complete a different application.

Applicant Details			
Full Name	Guildford Borough Council		
Date of Birth (dd/mm/yyyy)	N/a	Nationality	N/a
National Insurance Number	N/a		
Address	Guildford Borough Council, Millmead House, Millmead, Guildford, Surrey.		
Postcode			
Telephone Number			
Mobile Number			
Email Address			

Trading Location	
Street	77 North Street (just below Library, Quaker's Acre down to the bottom of North Street including 35 North Street GU1 4AL. Following North Street round to include circular brick area called the Rotunda area to 16 Friary Street GU1 4EH.
Town	Guildford GU1 3AL - GU1 4EH.
Precise Description of Location (e.g. outside no. 175)	From 77 High Street (outside Quaker's Acre) follow road down to 35 North Street then follow North Street down. Numbering stops and changes to 16 Friary Street High Street, Guildford. To include the Rotunda area which is outside Pure Gym and the area next to the Rotunda is to the side of Nando's.

Trading Period			
Are you applying for a one year consent? <i>This includes trading one day a week throughout the year</i>			<input checked="" type="checkbox"/>
Are you applying for a temporary consent? <i>E.g. Seasonal trading, one month trading</i>			<input type="checkbox"/>
Are you applying for a one off event? <i>E.g. Festivals, Carnivals</i>			<input type="checkbox"/>
Are you applying for the consent to take immediate effect? <i>You will be informed of the date the consent starts, if it is granted</i>			<input checked="" type="checkbox"/>
Proposed Trading Period <i>Specify the dates of start and end for the consent, please note this cannot exceed one year.</i>	01/01/26	to	01/01/27
Proposed Trading Days <i>Specify the days of the week you will be trading. E.g. Monday to Friday or Friday, Saturday and Sunday every week.</i> <i>If you are only trading on specific days, state the day of the week and the date. E.g. Tuesday 7 May 2019.</i>	Every Friday and Saturday, plus specific additional dates.		
Proposed Trading Times <i>Specify the exact times of trading and on what days.</i> <i>Please note that any parking restrictions in place must be complied with at all times.</i>	6:00 to 18:00		

Business Details	
Name of Trading Business	North Street Market
Registered Address of Business	Guildford Borough Council, Millmead House, Millmead, Guildford GU2 4BB.
Is your business trading in food?	A variety of stalls including fruit and vegetables, street food, variety of food, drink, flowers, jewellery and watches and a variety of goods.
If yes, which Local Authority is your business registered with?	Varied depending on traders premises location.
<i>Please note that all food vendor's vehicles will, prior to trading commencing, need to be inspected by the Environmental Health Food & Safety Team</i>	
Articles to be traded (full description)	Please see attached list of likely trader and products. It is likely there will be more traders once the North Street Development is complete which will vary in size of pitches to fit the space available. The mix of traders may vary with each market plus promotional, craft and possible charity/good cause stalls as space permits.
Dimensions/Nature of Trading Stall (full description including vehicle registration number(s) if applicable)	Various ranging from 18m x 8m gazebos structures, some in multiples of 3 metres, plus some purpose built or adapted refrigerator vehicle units or trailers. These stay up for the duration of the market, left empty overnight.

Declaration and Signature		
<p>I hereby make an application to Guildford Borough Council for the grant of a Street Trading Consent, subject to the Statutes, Regulations, Policies, Byelaws and Conditions relating to the same for the time being in force.</p> <p>I declare that I have checked the information on this application and, to the best of my knowledge and belief, it is correct. I understand that it is an offence for any person to knowingly or recklessly make a false statement or to omit material information for which I could be prosecuted, and any consent issued revoked.</p> <p>I declare that I have supplied all the appropriate supporting documentation listed in the above checklist, and I am aware that if any of the information supplied on this application should change, I need to inform the Council in writing and pay the fee for amending the consent, if applicable.</p> <p>I understand that I must undertake to comply with the legislation, byelaws, policy and conditions of consent as are now, or may hereafter be in force, for regulating street trading.</p>		
NAME		CAPACITY OF SIGNATORY
SIGNATURE		01/12/2025 DATE

The information you provide on this form will be used by Guildford Borough Council for licensing purposes. We may share your information and make any other necessary enquiries regarding your application with other departments and statutory organisations in relation to the application. Your personal information will be processed in line with Data Protection legislation and we will not disclose information about you to anyone outside the Council unless the law permits or requires us to.

We will retain your data for as long as it is required for our administrative use, after which it will be securely disposed of.

If you believe the data we process on you is incorrect you may request to see this information and, if necessary have it corrected or deleted. If you wish to raise a complaint you can contact our Data Protection Officer at the address below. If you believe we are not processing your data lawfully you can complain to the Information Commissioner's Office (<https://ico.org.uk/>). Further details are available on our website - <https://www.guildford.gov.uk/dataprotection>, or from the Information Rights Officer, Guildford Borough Council, Millmead House, Millmead, Guildford, GU2 4BB (email: foi@guildford.gov.uk).