|  |  |
| --- | --- |
|  | Falkirk Council Licensing UnitFoundry4 Central ParkCentral BoulevardLarbertFK5 4RUTelephone: 01324 501575E- mail: licensing@falkirk.gov.uk |

**Civic Government (Scotland) Act 1982**

**Application for the grant/renewal of a Street Trader Licence**

**Wheeled Refuse Bin/Refuse Container Cleansing**

1. All relevant questions must be answered in block letters or typescript.
2. Failure to fully and accurately complete any section (in particular question 3) of the application form and failure to submit the necessary supporting documentation may render it void.

**Before completing the application form please read the guidance notes on: -**

**(i) Applying for street trader - wheeled refuse bin/refuse container cleansing licence**

**(ii) Completing an application form for a street trader – wheeled refuse bin/refuse container licence.**

**SECTION 1**

**Question 1**

|  |  |
| --- | --- |
| Is the application in respect of a new grant, renewal or temporary? | NEW / RENEWAL / TEMPORARY |
| If renewal give details: | Licence No.:Expiry Date: |

**SECTION 2**

**Question 2**

Details of applicant

|  |  |
| --- | --- |
| (a) Full Name of applicant |  |
| (b) Private Address (including postcode) |  |
| (c) Date of Birth |  |
| (d) Town and Country of Birth |  |
| (e) E-mail Address |  |
| (f) Mobile Telephone Number |  |
| (g) Home Telephone Number |  |
| (h) Work Telephone Number |  |

**Question 3**

|  |  |
| --- | --- |
| Do you have any current convictions, conditional offers and or fixed penalties within or outwith the UK recorded against yourself. In the case of renewal application it refers only to such convictions, conditional offers and or fixed penalties since the licence was last granted. | YES/NO\* |

If yes disclose all such unspent convictions, conditional offers and or fixed penalties.

Failure to disclose all convictions etc will result in the application being returned to the applicant. (Continue on a separate sheet if necessary).

**Section (a) Convictions**

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Offence | Court or Country outwith the UK | Sentence/Penalty |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Section (b) Conditional Offers and Fixed Penalties**

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Offence | Country outwith the UK | Sentence/Penalty |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Question 4**

|  |  |
| --- | --- |
| Have you lived outwith the United Kingdom for a period of six months or more within the last 10 years? In the case of renewal application it applies to you living outwith the United Kingdom for a period of six months or more since the last grant of the licence. | YES/NO\* |

If yes you are required to provide a Criminal Record Check/ verification from the Embassy of the country you resided in. Information on how to obtain this is contained within the guidance notes.

**Question 5**

|  |  |
| --- | --- |
| (a) Have you previously held or currently hold a Street Trader Licence issued by this or any other authority | YES/NO\* |
| (b) If yes which authority granted the licence? |  |
| (c) When was it granted? |  |
| (d) When does it expire? |  |

**Question 6**

|  |  |
| --- | --- |
| (a) Have you ever applied for and been refused a Street Trader Licence by this or any other authority? | YES/NO\* |
| (b) If yes which authority refused the licence? |  |
| (c) When was it refused? |  |

**If an application for Street Trader licence was refused by this authority within the last year a further application will only be accepted if there has been a material change in circumstances. This information must be provided with the application.**

**SECTION 3**

**Question 7**

|  |  |
| --- | --- |
| Are you self-employed | YES/NO\* |

\*If you have answered NO you must answer question 9.

**Question 8**

Details of employer

|  |  |
| --- | --- |
| (a) Full name of person/company/firm employing you. |  |
| (b) Address of person/company/firm employing you. (Including postcode) |  |
| (c) E-mail Address |  |
| (d) Contact Telephone Number |  |

**Question 9**

|  |  |
| --- | --- |
| Are you responsible for the day-to-day management of the activity in relation to which the application is made? | YES/NO\* |

If you have answered NO you must complete question 11.

**Question 10**

Details of person responsible for the day to day management.

|  |  |
| --- | --- |
| (a) Full Name |  |
| (b) Address (including postcode) |  |
| (c) E-mail Address |  |
| (d) Contact Telephone Number |  |

**SECTION 4**

**Question 11**

Details of operation

(a) Give full details of the days, times and locality where wheeled bin/refuse container cleansing will be carried out.

|  |  |  |  |
| --- | --- | --- | --- |
| Day | Time(approx.) | Town(s) | Street(s) |
| Monday |  |  |  |
| Tuesday |  |  |  |
| Wednesday |  |  |  |
| Thursday |  |  |  |
| Friday |  |  |  |
| Saturday |  |  |  |
| Sunday |  |  |  |

(b) Description of vehicle

|  |  |  |  |
| --- | --- | --- | --- |
| Make | Model | Colour | Registration No. |
|  |  |  |  |

|  |  |
| --- | --- |
| (c) Give full details of all equipment to be used in respect of the activity to be licensed. |  |
| (d) Give full details of procedure to be followed for the cleansing of bin/refuse containers. |  |
| (e) Give full details of all detergents, disinfectants, and other chemicals to be used for the cleansing of bins/refuse containers. |  |
| (f) Give full details of arrangements for the disposal of wastewater, detergents, disinfectant, and other chemicals (this must be in accordance with a scheme to be agreed with Scottish Water) |  |
| (g) Give details of the water supply to be used in connection with the operation. If it is intended to use standpipes or hose connections to be the water supply, a copy of the written approval of Scottish Water must be submitted with the application. |  |
| (h) Give full details of the thawing agent to be used for spillages on the highways and footpaths during weather conditions which might be liable to lead to icing. |  |
| (i) Give the address of premises at which the vehicle and equipment will be stored when not being used. |  |

**SECTION 5**

**Question 12**

CHECKLIST OF PAPERWORK SUPPORTING THIS APPLICATION

The following relevant documentation must be submitted with the application otherwise the application will not be accepted.

|  |  |
| --- | --- |
| **I confirm that I have enclosed the following** | **Submitted** |
| (a) Fee Paid |  |
| (b) Criminal Record Check/Verification from Embassy |  |
| (c) Photographic ID (new applications only) |  |
| (d) Proof of Address (new applications only) |  |
| (e) Copy of notes under COSHH Regulations for each item used. |  |
| (f) Copy of S.E.P.A. Waste Carrier Certificate of Registration. |  |
| (g) Copy of Scottish Water approval for the use of standpipes/hose connections |  |
| (h) Copy of certificate of Public Liability Insurance |  |

**SECTION 6**

**INDIVIDUAL PERSON**

I declare that the particulars given by me on this form are true and I hereby make application to Falkirk Council for the grant of a Street Trader Licence.

Date:

Signature of applicant/agent:

Agents Address (including postcode):

|  |
| --- |
| Please indicate where all correspondence should be sent to applicant/agent/manger. Also where possible provide an e-mail address for correspondence where appropriate.Applicant □ Employer □ Manager □E-mail address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form within this authority for the prevention and detection of fraud.  It may also share this information with other bodies administering public funds solely for these purposes.**

N.B. Any person who in, or in connection with, the making of this application makes any statement which he/she knows to be false or recklessly makes any statement which is false in a material matter shall be guilty of an offence and liable, on summary conviction, to a fine.

Your privacy is important to us. You can find out how we deal with your personal information here <http://www.falkirk.gov.uk/privacy/law-licensing/licensing/>